



BCMSA RGM MEETING MINUTES December 1, 2017

Sundance Place Motel, 6574 Ladner Trunk Road, Delta

MEMBERS IN ATTENDANCE:

| | | | |
|---------------|-----------------|--------------------------------|----------------------------------|
| Caleb | Mierau | City of Kamloops | <i>President</i> |
| Andrew | Ross | City of Vancouver | <i>Vice-President</i> |
| Paul | Elsoff | City of Delta | <i>Secretary</i> |
| Carie | Sandferd | City of New Westminster | <i>Treasurer</i> |
| Mike | Roberts | BCMSA | <i>Executive Director</i> |
| Clay | Fredin | City of Vernon | <i>Director</i> |

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|-----------|-------------|---------------------------------|
| Chris | Adolph | City of Vancouver |
| Andrew | Brooks | City of Nanaimo |
| Justin | Chouhan | BCMSA |
| Sandra | Ciparis | Township of Langley |
| Jennifer | Clark | City of Delta |
| Rita | Coshan | District of Saanich |
| Madelyn | Davidson | City of Abbotsford |
| Wale | Eniade | City of Vancouver |
| Joe | Foster | City of Vancouver |
| Nav | Gill | City of Victoria |
| Tracy | Gowans | District of North Vancouver |
| Jonathon | Gregory | City of Maple Ridge |
| Helga | Hildebrandt | BCMSA |
| Jennifer | Irwin | City of Vancouver |
| Jacson | Lau | City of Coquitlam |
| Parm | Phangura | City of Abbotsford |
| Colleen | Robson | Comox Valley Regional District |
| Candice | Roffe | City of White Rock |
| Dan | Smith | City of Vancouver |
| Rob | Stare | Township of Langley |
| Kim | Stubbs | WorkSafeBC |
| Judith | Trottier | City of Surrey |
| Ron | Van't Schip | City of Powell River |
| Agnieszka | Warzybok | Resort Municipality of Whistler |
| Rob | Weiss | City of Vancouver |
| John | Weloy | City of Burnaby |
| Janice | Williams | City of Victoria |

Regrets:

Cris Bendall, Director
Jason Duchak, Director
Chris Gonev, Director
Sergio Picco, Director
Nancy Taylor, Director



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Guests:

Dan Strand, WorkSafeBC
Jared Swanson, WorkSafeBC
Steve Ty, WorkSafeBC

The meeting opened at 10:03 a.m.

C. Mierau called the meeting to order.

Additions to Agenda

No additions to the agenda.

Adoption of Previous Minutes

C. Roffe **Moved** to adopt the October 17, 2017 Regular General Meeting Minutes, **Seconded** by Jennifer Irwin, **Carried**.

Executive Director's Report

Mike Roberts expressed his gratitude to Cathy Cook for creating a great foundation of this association. He welcomed Justin Chouhan to the BCMSA and mentioned that five out of six staff are new to the BCMSA or new to their current position.

2018 BCMSA Meetings are:

March 2 - Delta

June 8 - Delta

September 16 - Sun Peaks

December 7 - Delta

Mike confirmed a 2018 joint partnership conference in Sun Peaks with the Public Works Association. Different stream of activities will provide opportunities to network and engage with public works. BCMSA Board of Directors approved the conference at the November 30 meeting.

2018 Safety Talks Calendar will soon be available – this is the last year the calendar will be published.

Claim Duration Initiative – several organizations have graduated and are in the maintenance part of the program.

At March 2018 AGM nomination committee seeking to fill Board of Director vacancies. Contact C. Mierau or M. Roberts if you are interested or have questions.

Manager of Audit & Training Services Report

Justin Chouhan reported an 18% increase in training in 2017. He recommended organizations submit training calendars as soon as possible to ensure availability of the courses they want/need.

Sonar Leadership course pilot received positive feedback. Course launch expected in January.



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Online training: Mike and Justin plan to meet with Alberta Municipal Safety & Health Association (AMSHA) to discuss introducing online awareness courses to BCMSA members by the fall of 2018.

COR: WorkSafeBC has released draft version. July 1, 2018 audit standard / tool will be introduced - anticipate one generic audit tool that will be more compliance-based. J. Chouhan confirmed forty (40) organizations are COR certified.

WorkSafeBC Report

Kim Stubbs reported she is still new in her position replacing Gary Anderson. BCMSA has been successful in their submission of work plans and budgets.

Has sent out manual on ammonia – Surrey and Prince George have provided feedback.

Old Business

Municipal Occupational Health & Safety Conference

M. Roberts confirmed a partnership with the Public Works Association of BC to run a conference in Sun Peaks in September 2018. A small committee will be established to coordinate the conference.

Confined Space Planning Group

Chris Adolph reported that Part 9 is expected to have a complete rewrite including guidelines around excluded spaces and a checklist. Facilitator to present document with concerns to the working group. Goal is to get industry to come together. Next steps – another meeting to share draft document, then present to WorkSafeBC. Definition of confined space is problematic – just changing the definition could provide changes.

Preparing for inspections – all should be working towards reviewing the processes and be prepared.

Sub Committee Reports

Reviewed Terms of Reference and approved by Board of Directors. Biohazard course in development process.

M. Roberts noted that due to shift in his and J. Chouhan's roles they are looking to bring individuals onto the committee and would appreciate support from outside the lower mainland. Contact J. Chouhan for more information.

New Business

Presentation: WorkSafeBC – Ammonia Risks/ Update on Inspectional Initiative for Arenas

Dan Strand: Taking steps to address health and safety issues in advance and encouraged organizations to do their homework before officer arrives. This is a high priority for WorkSafeBC.

Jared Swanson: Helping to ensure employers have information they need.

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Initiative includes 3 Phases:

- Phase 1 (through end of 2017): focus on ice rinks ammonia - do inspections / deep dive into facilities.
- Phase 2 (2018): ammonia contractors and other employers where ammonia systems are used. E.g. Refrigeration contractors.
- Phase 3 (2018): manufacturing and processors where ammonia is used.

M. Roberts confirmed the Employer toolkit had been shared on the Yahoo group. Link to the toolkit has been posted on the BCMSA website.

Technical Safety BC (TSBC) orders are similar to WSBC, however, J. Swanson was unsure what their process and appeals process was like. If you are not in compliance you do not operate (e.g. open ice rink) – it's black & white.

Steve Ty: Issues that have come up - may increase the hazard – not to enter unless qualified and inform TSBC. Training standards WorkSafeBC is looking for expected to look like TSBC's. Ensure workers are trained and educated to do the work safely. Review how contractors on site are dealt with.

Recommended Aloha software (which is free) for monitoring exhaust factors, including wind conditions that could affect neighboring businesses, etc.

Round Table

Colleen Robson, Comox Valley RD: plans are underway to build water treatment plan. Interested in the ammonia information.

Jonathan Gregory, Maple Ridge: working with WorkSafeBC pilot project on competency survey of operations center staff. Working with WorkSafeBC to generate safety culture.

Ron Van't Schip, Powell River: in process of compliance agreement – biggest challenge is getting to meet regulations with committee structure.

Helga Hildebrandt, BCMSA: reminded organizations to process invoices for training asap.

Justin Chouhan, BCMSA: reminder to submit 2018 training calendar requests asap – 760 sessions in 2017.

Mike Roberts, BCMSA: Above & Beyond Award will be presented at our 2018 conference. Encouraged nominations for future awards.

Caleb Mierau, Kamloops: reviewing confined space program, asbestos & ammonia. Looking for quality process for asbestos containing material for staff.

Andrew Ross, Vancouver: November 20th went live with new claim & incident investigation reporting system. Past average reporting time to WorkSafeBC is 7 days – down to one day.

Paul Elsoff, Delta: currently having ammonia inspections. Has requested one officer do all inspections for consistency. Starting COR audit. Have had multiple gas strikes and finds information from BC One Call / Fortis BC inconsistent.

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John Weloy, Burnaby: focus on asbestos awareness & training. Challenges with rental properties built prior to 1990. Burnaby has run a lot of Utility Awareness courses which have been well received.

Charity Igiri, Pitt Meadows: city growth has provided some challenges. Risk assessment for hazardous material – waiting for consultant to submit report.

Rita Coshan, Saanich: COR audit has just completed. Recently launched tools online regarding contractor coordination. Previous external audit created four areas to focus on.

Andrew Brooks, Nanaimo: COR audit has been completed. Fentanyl issues are big priority due to police incident - Bylaw officers are now carrying Narcan spray.

Parm Phangura, Abbotsford: COR audit just completed.

Nav Gill, Victoria: has been in her position for three months.

Rob Weiss, Vancouver: new to the BCMSA meeting and will plan to come again.

Chris Adolf, Vancouver: working with electrical safety standard.

Jennifer Irwin, Vancouver: reviewing utility contacts and finds that Telus & Rogers are installing communication cables too low by city standards.

Janice Williams, Victoria: Working on violence prevention in the workplace. Interested in claim duration initiative. Is finding knowledge gaps in some managers and would like to do some training for supervisors and managers. Is working on an orientation checklist for bucket trucks to ensure compliance with CSA standards.

Dan Smith, Vancouver: eight ammonia plants and have had inspections on three so far. 2014 inspection resulted in work orders that were helpful in improving documentation and processes.

Tracy Gowans, District of North Vancouver: Exploring new software – considering JD Edwards. Also researching Honeywell Eyelation kiosk for prescription safety glasses for workers. Won municipal category at 2017 NAOSH and challenges other municipalities to participate. 2018 National NAOSH launch is to be held in Vancouver.

Sandra Ciparis, Township of Langley: Recent bucket truck training proved challenging due to training organization not being prepared. A new pool/waterslide facility is being built in Aldergrove - old arena will be shut down due to ammonia initiative. Noted new employees are awesome safety ambassadors and are dedicated to safety and setting a great example. Township is in their 7th year for COR.

Meeting adjourned at 2:15 p.m.

Next Meeting Date:

Annual General Meeting – March 2, 2018 – Delta, BC