

RGM MEETING MINUTES

June 4, 2021

Virtual Meeting

MEMBERS IN ATTENDANCE:

Mike	Roberts	BCMSA	<i>Executive Director</i>
Nela	Graham	Metro Vancouver	<i>Director</i>
Sergio	Picco	City of Burnaby	<i>Director</i>
Rebecca	Chow	District of Saanich	<i>Director</i>
Clay	Fredin	City of Vernon	<i>Director</i>
Judith	Trottier	City of Surrey	<i>Director</i>
Candice	Roffe	City of White Rock	<i>Director</i>
Rondi	Shanks	Sunshine Coast Regional District	<i>Director</i>
Nathan	Peters	City of Kelowna	<i>Director</i>
Dan	Smith	City of Vancouver	<i>Director</i>
Nancy	Taylor	LGMA	<i>Director</i>

Colleen	Robson	Comox Valley Regional District
Eva	Kaczmarczyk	City of Delta
John	Weloy	City of Burnaby
Sarah	Josefson	City of Kelowna
Caleb	Mierau	City of Kamloops
Daniel	York	City of Penticton
Rohan	Bender	District of North Cowichan
Kelsey	Hynes	District of Mission
Preet	Rana	City of Vancouver
Lisa	Sheehan	City of Vancouver
Tracy	Gowans	District of North Vancouver
Melissa	Rombough	City of Vancouver
Darryl	Lo	City of Vancouver
Lidia	Felber	City of North Vancouver
Sandra	Ciparis	Township of Langley
Meghan	MacLean	City of Surrey
Coreen	Wolanski	BC PSA
Chauhan	Sam	City of Surrey
Hedy	Wong	City of Vancouver
Daniella	Pozzobon	City of Vancouver
Laura	Wydra	City of Vancouver
David	Richards	City of Richmond
Lisa	Hoult	City of West Kelowna
Parm	Phangura	City of Abbotsford
Yinka	Adewole	City of Dawson Creek
Daniel	York	City of Penticton
Geoff	Wright	City of Vancouver

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Miriam	Bougie	Resort Municipality of Whistler
Jody	Hlady	City of Langley
Eric	Innes	City of Vancouver
Sarah	Goodwin	District of Lake Country
Krista	Bodin	City of Port Alberni
Kelsey	Hynes	District of Mission
Hedy	Wong	City of Vancouver
Charity	Igiri	City of Pitt Meadows
Anthony	Thomas	City of Vancouver
Cristina	Lopez	City of Vancouver
Jeremy	Ryan	City of Vancouver
Sarah	Robar	City of Vernon
Justin	Chouhan	BC Municipal Safety Association
Chris	Revitt	City of Burnaby
Doug	Keir	District of North Vancouver
Mark	D'Angelo	Township of Langley
Sam	Chauhan	City of Surrey
Judith	Trottier	City of Surrey
Anastasia	Riabkova	City of Richmond
Jacson	Lau	City of Coquitlam
Caroline	Barnhart	District of Lake Country
Colin	Birnie	District of Saanich
Christine	Zielke	BC Municipal Safety Association
Sergio	Picco	City of Burnaby
Judith	Trottier	City of Surrey
Meghan	MacLean	City of Surrey
Tera	Ziegler	District of Saanich

Guests

Kim	Stubbs	WorkSafeBC
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The meeting opened at 10:05 am

Nela Graham called the meeting to order.

Additions to Agenda

No

Adoption of Previous Minutes

Nathan Peters **Moved** to adopt the March 26, 2021 Regular General Meeting Minutes, seconded by Rebecca Chow, **Carried**.

Presidents Report

No additional report.

Executive Director's Report

MIABC Conference

Just note, while during the conference the Executive Director Tom Barnes addressed the conference attendees and, in his speech, he talked about partnerships and how instrumental they were in 2020. The partnership he highlighted during his speech was the new partnership with the BCMSA. He acknowledged all the safety resources the BCMSA has to offer local government.

Traffic Control Program - Levy

WorkSafeBC has given a conditional approval for a for profit company the rights to administer the program. The BCCSA (not for profit) has been the only one organization administering the TCP program to date. The BCMSA pays a TCP levy that is applied to our base rate annually.

We will be collaborating WorkSafeBC to try and remove the levy (0.0046 = est. \$120,000) from our classification unit. We strongly believe that if the program is going to be administered by a for profit company, we should not be levied for use of this program.

HSA and WorkSafeBC Meeting

All the Health and Safety Associations Executive Directors will be meeting with Al Johnson and Chris Back from WorkSafeBC on May 19th. WorkSafeBC is providing an update on prevention services and the new consultation & education service model. The Executive Directors will be asking the following question:

1. What is WorkSafeBC's larger strategy regarding psychological health and safety?
2. What are the opportunities for collaboration with the HSAs (if any) and WorkSafeBC in psychological health and safety?
3. How can HSA assist in other WorkSafeBC initiatives?

Webinar: Ask Us Anything: Understanding the Expedited Workplace Closure Delegation

Hosted by MIABC, I participated with Lisa Houle, Manager of Consultation and Education Services, Worksurface and Dr. M Mark Lysyshyn, Deputy Chief Medical Officer, Vancouver Coastal Health Authority

The webinar was based on April 11th, 2021 announcement, the Provincial Health Officer delegated specific powers granted by the Public Health Act to WorkSafeBC prevention officers to expedite workplace closure orders.

What was it about:

What does this mean for your local government? When and how will transmission events be investigated, leading to the closure of your local government facilities? How will the delegation impact the continuity of your local government operations?

The webinar was well received, 180 participants.

BC Common Ground Alliance – City of Excellence Award

I spoke with Dave Baspaly Executive Director of BCCGA, we have decided to postpone the award for 2020 and revisit in the fall. He supports our opinion on the award and is open to further discussions.

Manager of Audit & Training Services Report

Training

Courses Booked

The BCMSA is proud to announce that the association has now reached a milestone and is now teaching 80 courses to our membership – 50% of which are being offered virtually. The BCMSA has booked 743 training courses (virtual and in-person) thus far in 2021. Of those courses booked, BCMSA has ran the following (as of May 12, 2021):

Ran 393 total courses: 50% of these courses have been virtual; 50% of these courses have been in-class operational and equipment courses (fall protection, confined space, utility locator specialist, chainsaw, load securement)

Supervisor Safety Certificate Program

The SSCP program is being offered to the membership virtually from June 15-18, 2021. We have already ran a full week of the SSCP to close out the month of April which was met with a great response from participants. The SSCP week allowed for organizations to send one-offs to the training sessions without booking an entire session – this makes the open-enrollment option much more cost effective for these organizations. This is also great opportunity for organizations to get existing staff certified or new staff enrolled into the certificate program. The dates and times of these sessions have been posted on the BCMSA website for registration.

JOHSC Fundamentals

JOHSC Fundamentals safety training is now being offered virtually on a monthly basis for industry. This is because this training has been extremely successful with high participation rates. There has also been a high demand for more of this training – and we are doing our best to service the industry. The JOHSC Fundamentals training allows organizations to register their new safety committee members into training without much delay. This also frees organizations from having to a run/pay for a full course without having a substantial number of students. The dates and times of these sessions have been posted on the BCMSA website for registration.

BCIT Lecture

Justin conducted a lecture on April 13, 2021 for the Occupational Health and Safety Diploma program at BCIT. The lecture focused on the benefits around working within the Municipal Sector and how the BCMSA helps supports the industry, along with Justin's experiences through his employment in the sector.

Internal Auditor Training

Justin conducted Internal Auditor training on April 27 and 28, 2021. This was the first time and Internal Auditor session was held both in-person and virtually at the same time. The feedback was extremely positive and the BCMSA envisions to offer this training both in-person and virtually in the future.

PH&S Course and Certificate Program

The PH&S bookings have been a rage. The BCMSA has already booked 24 PH&S courses and the first PH&S Certificate for Senior Leaders will be completed on May 19, 2021 for the City of Burnaby. The PH&S sessions are extremely popular as there are numerous municipalities asking for booking in the fall, however, My Workplace Health currently has no availability. That being said, Justin has spoken with Dr. Samra and she is confident there will be dates for the fall once she trains up her team of Psychologists. More to come on this certificate program throughout the year.

Staff Performance Reviews

Staff Performance Reviews have all been completed since our last meeting and all of the staff are working on their professional development.

COR

COR Municipal Handbook

WorkSafeBC has approved the BCMSA to develop a COR Municipal Handbook which will be used as an interpretation guide for auditors. The handbook will be used in conjunction with the COR standard. Also, the handbook is still in the early development stage and will require the input of COR-TAC. From there, the handbook will be completed by fall and used as part of the COR pilot.

Proof of Concept Pilot

The COR Pilot will be happening at the City of Courtenay in November 2021. The pilot will be conducted by an existing BCMSA COR External Auditor and will evaluate/test:

- Updated COR Audit Standard
- Updated Audit Tool
- COR Municipal Handbook
- QA Process on new COR process

WorkSafeBC Report:

- Released self-assessment tool for toxic process gas
- New training video for waste handlers and hazmat materials
- Published amendments June 6
 - Part 6, pesticide application
 - Part 8 high visibility apparel and safety headgear

- Sept 1, 2021 – employers have to do risk assessments to determine if safety headgear is appropriate
 - Part 16 mobile equipment
- 2022 Funding progressing
- June 15, 2021 Provincial sick leave program for COVID sick leave until December 31, 2021

Sub Committee Reports

Update in the Manager of Training and Services report.

Awards Presentations 2021

- Organizational Safety Excellence Award
- Safety Improvement Award
- City of Excellence

Deadline is September 1, 2021

Old Business

None

Round Table

- Nela Graham (Metro Vancouver) – COVID work continuing and planning internal restart. COVID site support visits, confined space work. Phase 2 of biogas initiative with WorkSafeBC. OFA training protocols with COVID-19.
- Doug Keir (District of North Vancouver) – COR audit extension and remote TDG audit.
- Sam Chauhan (City of Surrey) – Dangerous tree video arborist teams completed, meeting with Chris Back regarding the COR program send any concerns to Sam to put forward an employer's voice. First Psychological Health and Safety Certificate, very interactive and engaged group. Very knowledgeable trainer. If thinking about hosting feedback from managers was positive and it was leading edge training.
- Coreen Wolanski (BC PSA) – started audit for SAFE recertification, working with CVSE to complete province wide violence risk assessment, COVID planning, new safety specialist for the Interior.
- Rebecca Chow (District of Saanich) - Restarting OFA training on larger scale, initiative on e-bikes considering them mobile equipment. Going to market for disability management tool. Technical Safety updates and ammonia safety awareness training program. Psychological Health and Safety Certificate program - appreciated the topic being looked at as a psychological health and safety system where a strategy, investment and plan to move forward.

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- Dan Smith (City of Vancouver) – OFA training started, reminder for everyone to make sure staff that are attending OFA training have the necessary PPE for that training related to COVID-19 such as a mask and safety eye gear.
- Sergio Picco (City of Burnaby) – Psychological Health and Safety Certificate training for senior management, fantastic instructor, covered all aspects of training and covered additional aspects that came up.

Meeting adjourned at 11:46am.

Upcoming Meetings:

1. September 17th (RGM)
2. December 3rd (RGM)