

### Hybrid Meeting

## MEMBERS IN ATTENDANCE:

<b>Mike</b>	<b>Roberts</b>	<b>BCMSA</b>	<b>CEO</b>
<b>Rebecca</b>	<b>Chow</b>	<b>District of Saanich</b>	<b>President</b>
<b>Candice</b>	<b>Roffe</b>	<b>City of White Rock</b>	<b>Secretary</b>
<b>Nathan</b>	<b>Peters</b>	<b>City of Kelowna</b>	<b>Director</b>
<b>Nela</b>	<b>Graham</b>	<b>Metro Vancouver</b>	<b>Director</b>
<b>Judith</b>	<b>Trottier</b>	<b>City of Surrey</b>	<b>Director</b>
<b>Magnus</b>	<b>Enfeldt</b>	<b>City of Vancouver</b>	<b>Director</b>
<b>Clay</b>	<b>Fredin</b>	<b>City of Vernon</b>	<b>Director</b>
<b>Rondi</b>	<b>Shanks</b>	<b>Comox Valley Regional District</b>	<b>Director</b>
<b>Shaun</b>	<b>Bradley</b>	<b>City of Colwood</b>	<b>Worker Rep Director</b>

Agnieszka	Warzybok	Town of Qualicum Beach
Brenda	Lui	City of Burnaby
Carie	Sandferd	City of New Westminster
Catherine	Davidson	City of Vancouver
Charity	Igiri	City of Pitt Meadows
Cheralee	Miket	Ministry of Transportation
Christine	Zielke	BC Municipal Safety Association
Dan	Smith	Surrey Police Service
Darren	Beattie	City of Prince George
Emily	White	Village of Pemberton
Hedy	Wong	City of Coquitlam
Jennie	Small	District of Squamish
Jennifer	Irwin	City of Vancouver
Joe	Francis	Sarens Canada Inc.
John	weloy	City Of Burnaby
Justin	Chouhan	BCMSA
kim	kennedy	City of Vancouver
Lee	McGillivray	City of Vancouver
Liam	Smith	City of Vancouver
Lindsey	Valair	The City of Vernon
Lisa	Hoult	City of West Kelowna
Mark	Raines	Office Chief Safety Officer
Meghan	MacLean	City of Surrey
Melissa	Rombough	City of Vancouver
Micah	Ho	City of Vancouver
Miriam	Bougie	Resort Municipality of Whistler
Preet	Rana	City of Vancouver
Robert	Ingraham	Capital Regional District
Sam	Chauhan	City of Surrey
Scot	Mortimer	BC Public Service Agency
Sergio	Picco	City of Burnaby
Steevie	Dhesi	City of Vancouver
Sydney	Carter	BC Municipal Safety Association

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Tera	Ziegler	District of Saanich
Tracy	Gowans	District of North Vancouver
Tracy	Wynnyk	Transportation Investment Corp

### Guests

David	Ogilvie	WorkSafeBC
Jaret	Swanson	WorkSafeBC

## The meeting opened at 9:34 am

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Rebecca Chow called the meeting to order.

## Additions to Agenda

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No

## Adoption of Previous Minutes

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Nela Graham **Moved** to adopt the December 2, 2022, Regular General Meeting Minutes, seconded by Nathan Peters, **Carried**.

## President Report

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m̓i ce:p kwətxw̓iləm (Welcome everyone) - hən̓q̓əmin̓əm̓ is the language spoken by people of the Kwantlen, Katzie, Tsawwassen, Kwikwetlem, and Musqueam First Nations

We met three months ago – and it's now March! Did the past three months whiz by as quickly for others as they did for me?

I look back at our December minutes with gratitude and appreciation – thank you Mike and his team for all their support and thank you to the Board for all their work.

Over the last quarter:

We continue to ponder how to move from measuring outputs to measuring outcomes. This was a point of feedback and an ask of WorkSafeBC when the BCMSA presented. Some suggestions include connecting with Civic Info and reaching out to BC Stats.

An opportunity has arisen that would potentially allow the BCMSA to partner with the CSPDM, BCRSP and CSSE in providing an “Ask us Anything” style webinar on the topic of the overlap between OHS and DM. Stay tuned!

I had the privilege of attending the BC First Responders Mental Health conference and also seeing the BC Fire Fighter Occupational Awareness Training videos.

In breaking news, I've seen a number of comments from Mayors and other LG leaders related to the Provincial budget – <https://news.gov.bc.ca/releases/2022PREM0090-001743>. It sparks some curiosity as to what role / opportunity BCMSA may have related to focusses such as “expanding

mental-health crisis response teams into more communities so police can focus on crime, and people in crisis are met early on by health-care workers and community members”.

## CEO Report

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### Operations

#### Financials

We completed the 2022 financials. We had another successful year. We have met with our auditor and the board has approved the draft annual report. The 2022 annual report will be available to the membership to vote on at the June AGM.

To diversify revenue streams an application to the Bell community fund was submitted to support funding costs to transition our PH&S certificate programs to e-learning. The Community Fund provides annual grants of up to \$25,000 to increase access to mental health supports and services in communities across Canada.

Two Canada Summer Grants have been submitted but it is yet to be determined if there will be a need for additional summer staff.

#### #JAC2023

Preparations for JAC2023 are underway. Contract negotiations are in place between BCMSA/PWABC and our event planner Venue West. The 2023 call for presentations is out for #JAC2023. A conference speaker committee has been established for the BCMSA which includes Christine, Sydney, Sam (Surrey), Jen (Vancouver) and Daryl (TOL), PWABC also has five members as well. Each association is responsible for their speakers. Registration for the conference will be opening in early Q2. To maintain levels of service to our membership reduced levels of BCMSA will be attending the conference this year and as such we hope to more heavily rely on our BOD volunteers to support the event.

#### 2024-2026 Partnership Agreement with PWABC

Contract review has been completed by APWA regarding the 2024-2026 partnership agreement with PWABC. It is recommended that we pursue an ongoing partnership relationship with PWABC for another term 2024-2026 to allow us to secure venues. A new partnership model is recommended where we have a partnership for a 3-year term with each event undertaken has its own MOA that dictates the effort and financial commitments of both parties. The contract is ready for approval.

#### 2023 Membership Awards

We want to celebrate the outstanding accomplishments our membership is achieving across British Columbia. Do you know someone or are you someone who deserves recognition for your achievements in OHS in local government. If so, we want to hear from you! Awards will be formally presented at an Awards Luncheon hosted at the 2023 BCMSA/PWABC 4th Annual Joint Conference and Tradeshow.

#### BC Occupational Awareness Training for Fire Fighters

The development of the BC Occupational Awareness Training for Fire Fighters has been completed. The program included a beta test component which consisted of a peer review from every level within fire service personnel. This included, Administration, Career, Volunteer, Dispatchers, a mix of fire

fighters on disability leave and OHS professionals who manage psychological claims with their municipality. A total of 65 individuals have participated in this peer review work, which included municipalities such as the District of Saanich, City of Kelowna, and the District of North Vancouver. The program will launch April 1<sup>st</sup>, 2023, and is free for all individuals in fire service. The BCMSA will provide access to anyone who manages psychological first responder claims within municipalities as well.

BCMSA will be attending the following events:

- BC Fallen Fire Fighters Memorial which we will be speaking of the Occupational Awareness Training Program.
- Langara College to present the SSCP to students that have graduated from the Recreation Program
- Legislature to speak to MLA's about the BCMSA and also support the BC Common Ground Alliance in the proclamation for Dig Safe month.

## Director of Programs and Initiatives Report

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### Training

The BCMSA booked 1724 training courses (virtual and in-person) in 2022. This was an increase of 39% over 2021 which had a total of 1240 courses booked.

- 41% of these courses have been virtual; 26% of these courses have been in-class operational and equipment courses (fall protection, confined space, utility locator specialist, chainsaw, load securement)

We currently have 13% more courses booked this year than we did at this time in 2022. Additionally, the BCMSA is anticipating a 28% growth in courses booked this year and forecasting there to be a total of over 2200 courses booked in 2023.

### AMHSA/BIS Course Collaboration

BCMSA collaborated with AMHSA and BIS Trainer to develop five of BCMSA courses as self paced e-learning courses.

- Hazard Identification and Risk Assessment
- Due Diligence for Supervisors
- Incident Investigations
- Worksite Safety Inspections
- Musculoskeletal Disorder (MSD) Reduction Strategies for Supervisors

All courses have been launched. Phase 2 of Due Diligence for Supervisors has begun and will be completed at the end of 2023.

### BCMSA Course PowerPoint Presentation Update

In January 2023, we launched the new presentations for our core courses as part of our SSCP re-vamp. The updates include a new BCMSA course template, images, and activities. The courses include:

- Incident Investigations
- Worksite Safety Inspections
- Hazard Identification and Risk Assessment
- Due Diligence for Supervisors
- JOHSC Fundamentals

Between Q1/Q2 of 2023, we will also be updating the following courses:

- Shoring and Excavation
- Utility Locator Specialist
- Contractor Safety Management

### E-learning Opportunity PH&S Certificate Program

In 2022, the Association booked 125 PH&S sessions (in comparison to 43 in 2021) which was a massive increase of 190%. The BCMSA anticipates this number to stay consistent – if not grow -in 2023. In saying that, the BCMSA is looking at innovative strategies and mediums to help support our membership in getting this critical education in different ways. Both market trends and research continue to show that E-learning is a beneficial way to reach personnel within organizations without disrupting their busy schedules. Additionally, with our increase in training numbers, we need to find other suitable options in getting this training to our membership as availability could become a barrier. In saying that, we have asked MWH for a quote for development of our PH&S Certificate into E-learning format (Senior Leaders, Managers and Employees). Our hope would be to cost share this project with our counterpart in Alberta (AMSHA) and we will be putting in a submission to the RDO account in June 2023 seeking approval.

### Instructor Contracts

Contracts for BCMSA instructors have been finalized and are effective from January 1, 2023-December 31, 2024 (2-year term).

Additionally, there will be a minor increase to the following courses as wages for these consultants have gone up:

- Chainsaw Training – Flat fee is now \$2500 per course (previously \$2100.00)
- TCP Certification (2-Day) – Minimum will go up to \$2200.00 (previously \$2000.00)

### Resilient Minds for Firefighters – Train the Trainer

The BCMSA received a \$8000.00 grant from the CMHA (received from TD) which will allow the Association to put on a free course for Volunteer Firefighters within local government. The only cost to the end user will be manuals (\$200.00 per student). At this time, we are working with Volunteer Fire Halls to determine a location where the training will take place.

### Leadership Safety Certificate

The BCMSA is currently exploring a 2-day Leadership Safety Certificate which will be jointly instructed by Phil Eastwood from the Fiore Group and Raeleen Manjak from the City of Vernon. Currently, Raeleen Manjak is the Director of Human Resources at the City of Vernon and has demonstrated history of working in local government. She is skilled in coaching, government, conflict resolution and volunteer management. She also has a Doctor of Management focused in Organizational Leadership from the University of Phoenix and will provide to be a huge asset for the BCMSA. The 2-day training will be comprised of:

Day 1 – Sonar Safety Leadership (Phil Eastwood)

Day 2 – Essentials of Coaching and Leadership (title to be confirmed) – Raeleen Manjak

## COR

### WorkSafeBC COR Stoppage

The implementation of the newly proposed COR Standard and Guidelines have been stopped at this time as the focus in 2023 has shifted to Asbestos Certification & Licensing requirements in 2024. Please be advised the COR program is operating as normal at this time and the BCMSA will have more information to share in the fall of 2023.

### COR database

BCMSA has worked with EHS Analytics to convert it's COR database history into a dashboard which allows organizations to benchmark against like sized organizations. The dashboard is now in effect so please reach out to the BCMSA if you need access to obtain this information.

### Internal/External Auditor Training

The BCMSA ran it's 1<sup>st</sup> Internal Auditor training of 2023 on February 14-15 at the BCMSA office. The session was run both in-person and virtually. The BCMSA also trained 4 new External Auditors which gives the Association 13 total External Auditors.

## Resources

### Safety Culture Survey

Up to date in Q1, we have had District of Lake Country and District of Kitimat run the Safety Culture Survey at their organization. The survey on average runs for two-weeks in length and throughout this time Rasleen provides regular updates around submission numbers to the organization. Afterwards, Rasleen provides a final report with recommendations based on unfavourable responses.

## Webinars

### CMHA and EOCP Lunch & Learn Webinars

BCMSA is collaborating with CMHA and EOCP to present 4 webinars for 2023. The webinars will be recorded, and a one-time view link will be shared with anyone who has registered. 0.1 EOCP CEUs per webinar are available to those who attend the live webinar.

- De escalation: Wednesday, March 15, 11:30AM - 12:30PM
- Compassion Fatigue: Wednesday, June 14, 11:30AM - 12:10PM
- Tips for those on the front line: Wednesday, October 11, 11:30AM - 12:30PM
- Self care and stress management: Wednesday, December 13, 11:30AM - 12:10PM

### WorkSafeBC Lunch & Learn Webinars

BCMSA is also collaborating with WSBC on four webinars for 2023. The following topics will be covered for the following months. Date and details are to be confirmed.

- April: Excavations- in particular reference to 20.78-Improvements adjacent to excavations
- May: Musculoskeletal Injury
- September: New and Young Workers (Bill 41)
- November: Asbestos Certification/Licensing Scheme (Bill 5)

## Engagement Project

For 2023, BCMSA has identified two organizations that will go through the project.

- July: Resort Municipality of Whistler

- September: Municipality of North Cowichan

The organizations will go through a gap analysis using the COR Audit and the Safety Culture Survey. This project time frame includes four to five days for onsite activity and two-weeks for the survey.

Rasleen also continues to support City of Langley and City of Kimberley through their road map.

### Mentorship Program

Considering the priorities and workload for the year Rasleen and Justin will continue to develop the framework for the BCMSA mentorship program in 2023. The mentorship program will be implemented for Q1 2024.

## WorkSafe BC Report

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### Cor Announcement

After considering feedback from stakeholders and reviewing current priorities for our organization, we have decided to put our implementation plans on hold. The COR program will continue to operate as usual during this time, with participants in the program expected to meet current requirements within the Standards & Guidelines.

As a result, we have decided to wait until the asbestos certification and licensing requirements are implemented before reengaging with stakeholders on COR. We will provide an update in 2024 on next steps for evaluating the proposed improvements and how to most effectively implement them.

### Prevention Field Services

#### Planned Inspectional Activities

##### Strategies

- Construction
- Forestry
- Health Care
- Manufacturing

##### Initiatives

- Agriculture-Occupational Disease
- Asbestos/residential-Process Safety
- Asbestos/commercial-Psych Health and Safety
- Crane and Mobile Equipment-Sustainable Compliance
- Marine
- MSI
- Occupational Disease
- Process Safety
- Psych Health and Safety
- Sustainable Compliance



### *OHS Investigations*

Hazard Alert: Last fall a worker climbed a tree in a municipal park. The worker cut a top section of the tree. Shortly after falling the top, the tree snapped near the base causing the tree to fall over. The worker fell with the tree and was fatally injured. Preliminary findings gathered by the investigation has identified some potential gaps regarding planning, roles and responsibilities for assigning and providing oversight for tree work. The hazard alert is intended to raise awareness about Potential gaps include the understanding of Arborist limitations for tree falling activity and how and to what degree risk assessments are conducted for individual trees that are being modified from height by a worker/arborists.

Ultimately we want owners who require the services of arborists to be aware of their responsibilities to retain qualified arborists, identify danger trees, have them assessed and utilize an appropriate management plan to mitigate the risk.

### *PRRD Projects*

- Part 3 First-aid, if the public hearing goes well it will be presented to the Board of directors in April.
- Part 3 Hazard Identification and Risk Assessment, pre-consultation in second quarter of 2023
- Part 4 Psychological Health and Safety, in analysis
- Part 4 Worker Participation, pre-consultation in second quarter of 2023
- Part 4 Violence and Harassment, public consultation in 2023
- Part 20 Notice of Project Tower Crane, pre-consultation second quarter 2023
- Bill 5, multiple parallel projects are underway to ensure that a certification process is in place by June or July of 2023 with licensing soon to follow allowing for a go live date of January 1<sup>st</sup>, 2024

## Summary of requirements

Employers doing asbestos abatement work for themselves in relation to a building	<ul style="list-style-type: none"> <li>• Municipalities</li> <li>• School boards</li> <li>• Health authorities</li> <li>• Utilities and services</li> </ul>	No licence required	Certificate required
Employers doing asbestos abatement work for themselves other than in relation to a building	<ul style="list-style-type: none"> <li>• Municipalities</li> <li>• Utilities and services</li> </ul>	No licence required	No certificate required
Employers whose workers disturb asbestos but who are not performing asbestos abatement work	<ul style="list-style-type: none"> <li>• Electricians</li> <li>• Plumbers</li> <li>• Flooring contractors</li> <li>• Painters</li> </ul>	No licence required	No certificate required provided the asbestos disturbed is limited to that needed to perform their work
Independent operator performing asbestos abatement work in relation to a building	<ul style="list-style-type: none"> <li>• Independent asbestos abatement operator</li> </ul>	May apply for a licence	Certificate required



### OHS Practices and Risk Analysis Unit

#### Projects

- G20.78 Improvements Adjacent to Excavations
- Cured in Place Piping –presentation today

### Presentations

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WorkSafeBC Presentation: Cured in Place Piping

Open Mic – NEW LET’S TALK - Scripted questions for the members!

### Sub Committee Reports

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Covered in the Director of Programs and Initiatives report.

### Round Table

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- Jen Irwin (City of Vancouver): 2.0 of Health and air quality program. What are other organizations doing in terms of compliance.
- Nela Graham (Metro Vancouver): Created a subcommittee on environmental wood smoke and developed a tool. Completed heat stress monitoring last year, weather data was unreliable with boots on the ground conditions. Recommended them as part of field kits.
- Jennie Small (District of Squamish): Working on treatment options for First Responders with Psychological injury exploring option for employer paying in advance for treatment with an understanding that WorkSafeBC may reimburse them if the injury is accepted. Have other organizations done this? If so, please connect.
- Mike Roberts (BCMSA): Blueprint for Action Event March 7, 2023, new research on the state of alcohol and drug use in BC construction industry and opportunities to address it.

### Meeting adjourned at 12:43pm.

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### Upcoming Meetings for 2023:

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- June 2nd, AGM, RGM – BCMSA Board Elections
- September 25th RGM
  - BCMSA/PWABC Joint Conference September 26 & 27 - Penticton Lakeside Resort
- December 8th