



**March 5, 2010
BCMSA REGULAR MEETING MINUTES**

BCMSA Regular Business Meeting

March 5th, 2010 at the Sundance Place Motel, 6574 Ladner Trunk Road Delta, BC

MEMBERS IN ATTENDANCE:

Cathy	Cook	BCMSA	<i>Executive Director</i>
Robb	Armstrong	City of Richmond	<i>President</i>
Randy	Hooge	City of Abbotsford	<i>Secretary</i>
Chris	Gonev	District of North Vancouver	<i>Secretary</i>
Keith	Arkell	Metro Vancouver	<i>Director</i>
Sam	Chauhan	City of Surrey	<i>Director</i>
Caleb	Mierau	City of Kamloops	<i>Director</i>
Rick	Kroeker	City of Nanaimo	<i>Director</i>
Ed	Dowling	WSBC	<i>Director</i>
Carie	Sandferd	City of New Westminster	<i>Director</i>
 Richard	 Golob	 BC Public Service Agency	
Ellen	Hanson	WSBC	
Gary	Manning	City of Port Coquitlam	
Dan	Paul	City of Campbell River	
Karin	Sinclair	City of Richmond	
Candice	Roffe	City of White Rock	
Rick	Lane	District of West Vancouver	
Clay	Fredin	City of Vernon	
Chris	Pearson	City of Coquitlam	
Dave	King	City of Vancouver	
Laraine	Fowler	Capital Regional District	
Scot	Mortimer	Ministry of Transportation	
Glenn	Robertson	City of Penticton	
Steve	Mah	BCMSA	
Christine	Swanson	City of Langley	
Kate	Steel	Corporation of Delta	
Kim	Kennedy	City of Vancouver	



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Regrets

Andrew	Ross	City of Vancouver	<i>V-President</i>
Cris	Bendall	City of Coquitlam	<i>Director</i>
Chelsea	Steinfeld	Township of Langley	

Introductions, Announcements

The meeting was opened at 10:15 a.m; introductions were made. Robb Armstrong announced that Randy Hooe will be acting as Treasurer during Chelsea Steinfeld's maternity leave. Carie Sanferd has filled the vacant board of director's slot.

Additions to the Agenda

Robb Armstrong asked for additions to the agenda. Traffic Control was added.

Adoption of Previous Minutes

Caleb Mierau **Moved** to adopt Sept Nov27th, 2009 regular meeting minutes, **Seconded** by Carie Sandferd, **Adopted** as distributed

Financial Report

Cathy presented the financial report. **Moved** to receive by R. Hooe, Seconded by Dan Paul. **Received.**

Executive Director's Report

Cathy Cook presented her quarterly Executive Director's report (see attached). 2009 ended with only two outstanding issues on the work plan (Return to Work component of COR and Orientation program).

WorkSafeBC Report

Ellen Hanson, WSBC reported that both contracts with the BCMSA have been signed. WSBC is contributing to the BCMSA newsletter. She provided those present with the 2009 WSBC report on orders written in the Local Government classification unit. Geoff Clark, senior hygienist with WSBC will be writing an article on asbestos for the next newsletter. Ed Dowling has offered to send those interested the WSBC one page info packet on asbestos.



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Old Business

Certificate of Recognition Process

Steve Mah reports that six external auditors have been certified so far. The Safety Management System training conducted in Smithers was a success. He also reports that we had our first

Schoolboard expressed an interest in becoming COR certified. The COR database is almost complete. The database is required to maintain pertinent information on municipalities seeking COR as well as COR auditors.

Public Works University (Now Parks & Public Works University)

Cathy Cook reports that a firm has been hired to perform a labour marker research study. The goal is to establish benchmarks for various municipal positions.

Contractor Coordination Issues

Robb spoke on the BCMSA's first upcoming webinar on contractor coordination. It stems from interest expressed by municipalities after the City of Surrey's incident regarding a development contractor's fatality. Alan Winter, the lawyer who represented Surrey will speak on the issue and provide advice for municipalities on due diligence. Interested members can also attend live at Metro Vancouver's office.

Excavation Safety Training Program

Kim Kennedy, Eric Schmidt, Robb Armstrong, Chris Pearson and Cathy Cook are working on a comprehensive excavation training program complete with participant manual, trainer's guide, power point and quiz.

New Business

Report on Meeting Held with WorkSafeBC re: Claims Management System

Robb Armstrong informed of the Board of Director's recent meeting with WSBC on the Claims Management System. Trevor Alexander, WSBC met with the BCMSA's Board of Directors to collect feedback and advise on changes to the current system. The main issues were poor customer service and lengthy delays with regard to returning employees to work. The CMS system is a rules based system that works well if the correct information is entered. They are taking steps to recruit more case managers so as to alleviate the heavy case loads. He reports



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that time loss claims are down 20% in 2009 and no rate increase is expected in 2010. The BCMSA expressed concerns that the inability to communicate with case managers and nurse advisors in a timely manner will result in longer claims duration. Trevor noted the concerns of the BCMSA and made a commitment that the items put forward will be addressed.

Round Table

Kate Steel, Corporation of Delta: is working on the safety handbook and reviewing accident investigation, attendance management and hearing programs.

Rick Lane, West Vancouver: reports that things are moving smoothly. COR will be the #1 objective for 2010. He suggests an accident investigation training module would be of assistance.

Candice Roffe, City of White Rock: is reviewing and revising incident investigation, working alone, contractor coordination and risk assessments procedures. She is also catching up on mandatory training.

Christine Swanson, City of Langley: Is re-vamping their confined space program and worker orientation for seasonal workers and senior managers.

Dan Paul, City of Campbell River: A bylaw officer was assaulted by a group of skateboarders. He is back to work on light duties. The city is looking at adopting a use of force policy. He is looking for an RFO template re: asbestos surveys.

Glenn Roberson, City of Penticton: Permit packages from WSBC have been put in place. He reports a few minor orders written at one of their ice arenas. They are gearing up for their annual compliance based training at their water treatment plant.

Kim Kennedy, City of Vancouver: informed that the city is going through a transition as staff come back to their regular jobs after being assigned to the Olympics. The city is writing a traffic control program. They will be running it training during NAOSH.

Richard Golob, BC Public Service Agency: advises they are going through a re-engineering as a result of budgetary constraints. He's offered BCMSA members an opportunity to audit their own incident investigation course. He offered to provide copies of their targeted threat assessment program, including guides for HR and frontline supervisors.



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Scot Mortimer, Ministry of Transportation: Reports that they had three serious accidents, (a rock scaler falling 100ft off a cliff and a TCP struck by a car. They had one fatality, a faller struck by a tree) in 2009.

Keith Arkell, Metro Vancouver: Reports that they are $\frac{1}{2}$ to $\frac{3}{4}$ of the way through the tunneling project, and that our water is now the finest in the world. They have had two claims re: biohazardous exposure (sewage). One was accepted and one was not. WSBC suggests first aid response for sewage exposure is to seek medical aid, which conflicts with the WSBC's claims policy of not paying for treatment if no symptoms are present. The medical health officer recommends that no medical treatment is necessary if there is no contact with broken skin or eyes. They are now in the midst of sorting the issue out with WSBC. They are still working with WSBC to set up alternate procedures for confined space, double block and bleed.

Robb Armstrong, City of Richmond: Robb spoke on his experience hosting an Olympic venue and contractor coordination. The City of Richmond was the prime contractor and required constant supervision of small contractors on site.

Cathy Cook, BCMSA: For those who have more than 20 workers but don't have a safety committee, Cathy will post a variance letter on the website. Garry Manning will forward a copy of Port Coquitlam's variance as well. There are 67 individuals registered for the webinar this Thursday.

Chris Gonev, District of North Vancouver: received reports from staff of inappropriate conduct from one of their TCP training providers.

Caleb Mierau, City of Kamloops: WSBC performed a crane inspection and issued a couple of orders as a result. He is currently revising their facilities inspection checklist and looking for samples from other municipalities.

Sam Chauhan, City of Surrey: reports that he is dealing with the city's fourth gas hit in four months. He had found that the City was the prime contractor for their celebration 2010 program. He's currently looking at partnering with WSBC on the residential asbestos issue to provide a handout that accompanies building permits.

Clay Fredin, City of Vernon: is looking for information from municipalities dealing with arc flash welding issues. He's currently looking at training for staff and rolling out mandatory due diligence training for senior management. Supervisors will be going through an accident investigation course. He's put eight employees through crane certification, six passed. He's looking for fall protection for mechanics who are required to work on large vehicles. Gary Manning (Port Coquitlam) has offered to share what his city has in place.



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Chris Pearson, City of Coquitlam: reports he's in the midst of forming a written health & safety program. He's also dealing with an arena glass guard rail built to code but not meeting WSBC regulations.

Laraine Fowler, Capital Regional District: is dealing with green roofs built without guard rails. She's currently reviewing their roof access plans, working alone and contractor coordination programs. They recently put five people through their crane certification program (one failure).

Carie Sandferd, City of New Westminster: is working on contractor coordination issues. They've recently updated their confined space procedures.

Steven Mah, BCMSA: recently completed a tour of Metro Vancouver's water treatment plants. The BCMSA has recently contracted Jim Moroney to shrink the the four day external auditor course to a two day internal auditor course.

Karen Sinclair, City of Richmond: spoke on the challenges associated with hosting an Olympic event.

Ed Dowling, WSBC: advised that WSBC will be attending the fire chief's conference this year and speaking on firefighter fatalities, specifically occupational disease fatalities.

Ellen Hanson, WSBC: NAOSH brochures are out and available to members. This year NAOSH coincides with Young Worker week.

Gary Manning, City of Port Coquitlam: recently approached his Risk Manager to ensure a generous turnout to the BCMSA webinar. The city is revising their working alone program and gearing up for Spring training.

Dave King, City of Vancouver: reports that the last few months have been hectic at the City. He reports that Chris Adolph has come into their department to provide some much needed relief. They are currently looking at supervisor training.

Rick Kroeker, City of Nanaimo: announced that they are reviewing their Asbestos Management program. They have re-written their whole safety program, including confined space, working alone emergency preparedness and contractor coordination.

Meeting adjourned at 13:30 hours

Next Meeting

June 4th, 2010 Vernon – Vernon Best Western Hotel & Conference Centre

October 1st, 2010 – Delta, BC