

HEALTH & SAFETY COMMITTEE MEETING

January 19, 2021 (10:00-12:00)

Microsoft Teams Meeting

MINUTES

In attendance	Michelle Richer (Chair), Nicky Iannucci (Vice Chair), Ty Arslan, Neil Falls, Tracy Kearney, Chris Keeping, Kourtney Knight, Wayne Tackaberry NCHCA: Kerri Albright, Kathryn Sutherland
Regrets	Chris Brent, Andre Brunet, Samantha Crepin, Jason Gordon, Earlane Lavergne, Isabelle Lemieux, Darcy McIvor, Debbie Mohr-Caldwell, Luke Stewart NCHCA: Darrin Alberty

#	Item
1	The Minutes of the December 15, 2020, meeting were reviewed. No changes were made.
2	<p>COVID-19 Roundtable</p> <ul style="list-style-type: none"> <li>Masks are required, fines are being issued.</li> <li>Safety plans are being requested by inspectors.</li> <li>QR codes are being used for screening by some contractors.</li> <li>Job trailers require signage on outside of door re: max number of occupants.</li> <li>Washrooms are being checked to ensure cleaned and heated.</li> <li>Stay at home order has resulted in Toronto area workers being pulled over. Providing letters of authorization for staff needing to cross the Quebec boarder to work in Ontario is advised.</li> <li>In person training of up to 10 is allowed with additional safety measures in place.</li> </ul>
3	<p>Ministry of Labour</p> <p><a href="#">Updated Health &amp; Safety Guidelines for Construction</a></p> <ul style="list-style-type: none"> <li>MOL has approved a “Working at Heights” course from Newfoundland.</li> </ul>
4	<p>Ministry of Transportation</p> <p>Extension of CVOR and Oversize/Overweight Permits</p> <p>MTO has extended the validity of Commercial Vehicle Operator's Registration (CVOR), annual oversize/overweight permits and semi-annual and annual vehicle inspections that expired on or after March 1, 2020. These will continue to remain valid and legal past the expiry date until further notice.</p>

	As advised by MTO: We are offering an extension for both the safety of members of the public and staff to not have to attend a Service Ontario Centre. This is not an exemption. These fees are regulated under the HTA and are not negotiable. Therefore, the past fees are postponed, not waived.
5	Theft – Nothing to report.
6	Ottawa Police – Nothing to report.
7	Ontario Provincial Police – Nothing to report.
8	Fleet Safety Council <ul style="list-style-type: none"> <li>Recently, a virtual education session with break-out sessions was held, attendance was very low.</li> </ul>
9	Workplace Safety & Insurance Board <ul style="list-style-type: none"> <li>Prequalifications are asking for the “rate group” which no longer exists.</li> </ul>
10	Ontario Regional Common Ground Alliance <ul style="list-style-type: none"> <li>2021 Virtual Damage Prevention Symposium will be held February 2-4, 2021, and February 10-11, 2021.</li> </ul>
11	City of Ottawa <p>(a) Liaison Meeting Notes: December 15, 2020</p> <ul style="list-style-type: none"> <li>Safety management system update – C. Duclos will schedule a follow up meeting to discuss the timelines of the new safety management system requirements.</li> <li>An NCHCA survey was circulated. We will provide the City with feedback from our members at the next meeting.</li> </ul> <p>(b) Agenda items for January 22, 2021 Liaison Meeting</p> <ul style="list-style-type: none"> <li>No additional items.</li> </ul>
12	NCHCA Update <p>2021 Events</p> <p>(a) 2021 Education Series</p> <ul style="list-style-type: none"> <li>We continue discussion with the City to secure topics and speakers. We had plans to hold 4 half day sessions virtually however we are reconsidering the format.</li> <li>We are now considering pre-recorded presentations with Q and A sessions. We are awaiting the City approval to move forward.</li> </ul>

	<p>(b) AGM: April 6, 2021</p> <ul style="list-style-type: none"> <li>The 2021 AGM will be held virtually.</li> </ul> <p>(c) Pothole Open: June 15, 2020 at GreyHawk Golf Club</p> <p>(d) Manhole Open: August 25, 2020 at The Meadows Golf &amp; Country Club</p>
13	<p>Joint HSMS Session with OCA</p> <ul style="list-style-type: none"> <li>OCA has asked about a partnership with NCHCA to offer a session on safety management systems acceptable to the City. The Health &amp; Safety Committee recommends that we should move forward with this initiative.</li> </ul>
14	<p>December Safety Award Nominations</p> <ul style="list-style-type: none"> <li>Thunderbolt Contracting Ltd. nominated Mihkel Fortey, but did not meet the award criteria.</li> </ul> <p>ACTION: N. Falls to reach out to Mihkel Fortey re: joining the H&amp;S committee.</p>
15	<p>Selection of 2021 Chair and Co-Chair</p> <ul style="list-style-type: none"> <li>M. Richer agreed to act as Chair for 2021</li> <li>N. Falls agreed to act as co-chair for 2021.</li> </ul>
16	<p>Roundtable / Other</p> <ul style="list-style-type: none"> <li>Discussions about Confined Space and Working at Heights training were had but nothing more has been communicated.</li> <li>Consider Mental Health, addictions, and substance abuse for next bulletin topic.</li> </ul>
17	<p>Future Meetings</p> <p>Future H&amp;S Committee meetings on the second Tuesday of each month to better coincide with the NCHCA Board meeting updates.</p> <ul style="list-style-type: none"> <li>February 16, 2021 moved to February 9, 2021</li> <li>March 16, 2021 moved to March 9, 2021</li> <li>April 20, 2021 moved to April 13, 2021</li> </ul> <p>ACTION: K. Sutherland to update meeting invitations.</p>
18	<p>Closing</p>