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**MINUTES  
NORTH BATTLEFORD REGIONAL SAFETY SUB-COMMITTEE  
MEETING # 2 2017**

**DATE:** May 2, 2017  
**TIME:** 11:00 Noon  
**LOCATION:** Pizza Hut

**ATTENDANCE:**

Bob Postma            Lyle V Schell Construction            Kerry Greening            SCSA  
Trisha MacKay        SCSA

**2.0 CALL TO ORDER**

Bob Postma called the meeting to order at 11:13 p.m.

**2.1 APPROVAL OF AGENDA**

Motion: Moved by Trisha MacKay, seconded by Bob Postma that the agenda be adopted as presented. CARRIED

**2.2 APPROVAL OF PREVIOUS MINUTES**

Motion: Moved by Trisha MacKay, seconded by Bob Postma that the November 1, 2016, meeting minutes be adopted as circulated. CARRIED

**2.3 BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the previous minutes.

**2.4 REPORTS**

**2.4.1 SCSA Update**

Kerry Greening gave the SCSA update for March/April 2017. See Attachment A

Motion: Moved by Bob Postma, seconded by Trisha MacKay that the report be adopted as presented. CARRIED

## **2.5 NEW BUSINESS**

### **2.5.1 Lakeland Committee Initiatives – NAOSH Committee, New Ideas/Events**

Kerry Greening discussed upcoming Lakeland events in Lloydminster.

### **2.5.2 Hazard Assessments**

Why conduct hazard assessments was discussed. See Attachment B

## **2.6 DATE OF NEXT MEETING**

Next meeting date is September 6, 2017.

## **2.7 ADJOURNMENT**

Motion: Moved by Bob Postma that the meeting be adjourned at 12:06 p.m.

Recording Secretary: Kerry Greening

# SCSA Update

March/April 2017

## COR REGISTRATION PROCESS UPDATES

To assist companies in their progress toward achieving Certificate of Recognition (COR<sup>®</sup>) certification and to enhance the integrity of the program, the SCSA has implemented updates to the registration process. **Companies registering for the COR program must achieve certification within 18 months by meeting the following milestones:**

### Milestone #1

- Complete minimum training standards and proficiencies required
- Ensure Health and Safety Manual is submitted, reviewed, and approved by the SCSA within 12 months of registration date

### Milestone #2

- Schedule and complete a Baseline Audit
- Successfully achieve COR certification within 18 months of the registration date

For more information, visit: [scsaonline.ca/cor-updates](http://scsaonline.ca/cor-updates)

## SCSA AGM & SAFETY AWARDS



The Saskatchewan Construction Safety Association (SCSA) was proud to recognize several important safety leaders in the province at its AGM on Feb. 16 in Saskatoon. The AGM was kicked off with keynote speaker, Dr. Larry Rosia, President and CEO of Saskatchewan Polytechnic, who spoke about the changes facing the construction industry and the close relationship between Saskatchewan Polytechnic and the SCSA. Congratulations to the following individuals and their regions for demonstrating a strong commitment to safety in their communities:

### Board of Directors Recognition of Service

- **2016 Chairperson:** Stacie Beever
- **Five Years of Service:** Ken Pickering; Glenda Barton

### 2016 SCSA Safety Award Winners

- **Corporate Leadership in Safety Award:**  
*Asiil Enterprises, Elite Metal Builders, Nobel Construction Corporation, RH Electric Ltd., North Ridge Development Corporation, and Westridge Construction*
- **Safety Practitioner Award**  
*Brian Hilderman of the Yorkton RSC, Jason McLeod of the Saskatoon RSC, and Jeff Cochrane of the Prince Albert RSC*
- **RSC Distinguished Progress Award:**  
*Lakeland Regional Safety Committee*

Visit [scsaonline.ca/safety-awards](http://scsaonline.ca/safety-awards) for photos and application information for the 2017 year.

## RSC MEETING MINUTES PROCESS UPDATES

### Please note the following:

- ⇒ PDF draft minutes of each RSC meeting are to be sent to the Chairperson, Vice-Chairperson and Worker Rep even if they are not in attendance
- ⇒ Draft minutes will be posted by the Communications Department within one week and then replaced by the approved minutes once they are formally approved at the following meeting;
- ⇒ Printed copies of previous meeting minutes will no longer be provided. They will be emailed out prior to the meeting and available on the SCSA website, here:  
[scsaonline.ca/news/regional-safety-committees](http://scsaonline.ca/news/regional-safety-committees)

## 2017 Regional Safety Committee Meetings

Lakeland	North Battleford	Estevan	Swift Current	Regina	Prince Albert	Moose Jaw	Esterhazy	Yorkton	Saskatoon
Mar 14	Mar 7	Apr 11	Apr 12	Apr 13	Apr 13	Apr 7	Apr 19	Apr 20	Apr 20
May 9	May 2								
Sep 12	Sep 6	Aug 22	Aug 23	Aug 17	Aug 17	Aug 18	Aug 23	Aug 24	Aug 24
Nov 14	Nov 7	Nov 14	Nov 15	Nov 16	Nov 16	Nov 17	Nov 22	Nov 23	Nov 23

Visit [www.scsaonline.ca/news/regional-safety-committees](http://www.scsaonline.ca/news/regional-safety-committees) to view SCSA RSC meeting minutes and dates. To attend a meeting, call your nearest SCSA office or email [scsainfo@scsaonline.ca](mailto:scsainfo@scsaonline.ca)



# Why Conduct Hazard Assessments

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We are still seeing too many work related accidents, injuries and deaths in Saskatchewan.

The majority of these can be prevented if the hazards that caused them had been properly identified and controlled ahead of time through multiple elements of your safety program.

What are some factors that can increase the risk?

- Pre-planning
- Distractions (Cell phones in the work place)
- Peoples focus (Mind and eyes on the job task)
- Weather
- Site conditions
- Training
- Supervision or lack in some cases

The importance of conducting regular consistent worksite hazard assessments is a critical element of your company's safety program.

It works best when combined with other elements of your safety program such as critical job tasks (Tasks known to be more hazardous tasks with greater potential to sustain an injury if not followed, new tasks)

That is also why we rank the hazards – maybe we did not assess this task as being as hazardous as it actually is if it is not performed in the proper sequence of steps with the right tools and equipment

Questions to ask

1. Have we worked with that before?
2. Is there a safe procedure developed?
3. What is the workers position? Or what should it be?
4. Do we have proper training?

The Hazard Assessment is:

1. A tool to be used by employees before the work begins (pre task)
2. The idea is to ensure people are thinking about doing the job they are about to do in the safest way possible.
  - a. Not deemed safe then ask for help and see what you can do to make it safe (PPE, education, engineering control)
  - b. Cannot make it safe or still uncertain, seek advice or 3<sup>rd</sup> party assistance (other resource) and then if all else fails exercise the right to refuse unusually dangerous work
3. It is a method for evaluating the work related task for potential and existing hazards
4. It is meant to assess actual work conditions on the jobsite before work begins
5. It is a process where all people working on that task or around that task are aware of the job procedure and hazard controls to reduce or eliminate the risk.