

**REGINA REGIONAL SAFETY COMMITTEE
2017 MEETING # 1**

DATE: Thursday, January 12, 2017
TIME: 7:30 a.m.
LOCATION: Industrial Park Café – 101 Hodsman Road, Regina, SK

AGENDA

- 1.0 Call to Order - Introductions**
- 1.1 Adoption of Agenda**
- 1.2 Adoption of Minutes**
- 1.3 Business Arising from Minutes**
- 1.4 Reports**
 - 1.4.1** Chairperson's Report
 - 1.4.2** SCSA Update
- 1.5 New Business**
 - 1.5.1** SCGA Presentation by Dylan Bakker - CCGA Underground Infrastructure Damage Prevention Best Practice Manual and DIRT Report.
 - 1.5.2** RSC Elections – Worker Representative
 - 1.5.3** Tool Box Talk
 - 1.5.4** Discussion Items
 - 1.5.5** Incident and Accident Discussion
- 1.6 Date of next Meeting – Thursday, April 13, 2017**
- 1.7 Adjournment**

Please RSVP on or before Monday, January 9, 2017

I _____ / _____ Will Attend _____
(Name) (Company Name) Will Not Attend _____
of Guests Attending _____

This is a breakfast meeting and your RSVP is required. Please email, phone or fax your reply. Phone: (306) 525-0175 Fax: (306) 525-1542

Regina Regional Safety Committee

Anonymous Incident Report Form

To help learn from each other's experiences, rather than all having to learn the hard way, we can benefit by sharing incidents such as near misses or accidents that have caused damage. By sharing the information about the incident, its causes and the corrective action that was put in place; we can elevate safety within our entire industry. If you know of an incident that you think that others would benefit from knowing about, please fill out the incident report form below. Then provide the information by:

1. Dropping it into the anonymous reporting box at the next Regional Safety Committee Meeting
2. E-mailing it back to scsainfo@scsaonline.ca (your identity or company identity will not be revealed to anyone other than the owner of that e-mail address).
3. Fax it back to 306-525-1542 (the identity of the sender will be as confidential as they wish to make it).

All submissions will be read as part of the incident discussion at the next regional safety committee meeting, without revealing the source.

Anonymous Incident Report Form

Near Miss

Property Damage

Personal Injury

What happened?

What conditions and situations contributed to the incident?

What was the immediate cause?

What were the underlying causes?

What was done, or is planned to be done to prevent similar incidents in the future?

**MINUTES
REGIONAL SAFETY COMMITTEE
MEETING # 1**

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TIME: 7:30 a.m.
LOCATION: Industrial Park Café - 101 Hodsman Rd, Regina SK.

ATTENDANCE:

| Name | Company | Name | Company |
|----------------------|----------------------|------------------|------------------------|
| Ian Knibbs | Coram Construction | Norma Derksen | Gabriel Construction |
| Daryl Gartner | Zarkor Construction | Virginia Nielson | Regina Soffit/Eaves |
| Shawn Karnitsky | Gabriel Construction | Milayna Goruick | Westridge Construction |
| Robin VanDerKooi | Century West | Ryan Smotra | Graham Construction |
| Shane Baneesau | Ardel Steel | Lindsay Cairns | Alliance Energy |
| Rae Singleton | Clifton Associates | Mike Promhouse | RCA |
| Sebastian Marktanner | SCSA | Darren Maruska | Icon Construction |
| Garrick Weinmaster | Baywest Projects | Dylan Bakker | SCGA |
| Mark Noveloski | Flynn Canada | Cara Ross | Graham Construction |
| Dale Wagg | Flynn Canada | | |

1.0 CALL TO ORDER

Milayna Goruick called the meeting to order at 7:38 a.m. Round Table introductions were made.

1.1 ADOPTION OF AGENDA

Motion: Moved by Ian Knibbs, seconded by Darren Maruska, that the agenda be adopted as presented. CARRIED

1.2 ADOPTION OF MINUTES

Motion: Moved by Ryan Smotra, seconded by Lindsay Cairns, that the agenda be adopted as presented. CARRIED

1.3 BUSINESS ARISING

Election of a Worker Rep.

- Floor was opened for Nominations. Ryan Smotra nominated Alexandra Chase for Position. She accepted the nomination. No other nominations. Alexandra Chase is our new Worker Rep for 2017. Congratulations!

1.4 REPORTS

1.4.1 Chairperson’s Report

The main discussion points are:

- Attendance in 2016 was good
- SCSA training numbers down slightly from 2015
- Thanks to 2016 presenters and participants
- Thanks to Ryan Smotra for work over past few years

1.4.2 **SCSA Activity Update**

Sebastian Marktanner presented the SCSA update to the RSC.

- 1) Industrial Safety Seminar In Feb. SCSA will have booth
- 2) SCSA AGM in Feb in Saskatoon, welcome to attend
- 3) RSC Purpose

Motion: Moved by Ian Knibbs, seconded by Daryl Gartner, that the reports be adopted as presented.
CARRIED

1.5 **NEW BUSINESS**

1.5.1 SCGA Presentation by Dylan Bakker: CCGA underground Infrastructure Damage Prevention Best Practice Manual and Dirt Report

1.5.2 **Tool box Talk**

- Sebastian Marktanner presented a Toolbox Talk on Distracted Driving

1.5.3 **(Discussion Items)**

- 1) NAOSH 2017 - Milayna started a list of volunteers to start the process
- 2) Milayna asked for ideas for presenters

1.5.4 **(Accident/Incident)**

- 1) A few member companies talked about slips on ice, the small things can prevent big accidents

1.6 **Date of Next Meeting**

The next meeting will be held on Thursday, April 13, 2017

1.7 **ADJOURNMENT**

Motion: Moved by Robyn VanDerKooi for meeting to be adjourned at 8:39 a.m.

Recording: Sebastian Marktanner

