

AGENDA
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
March 25, 2025
11:00 am
Council Chambers

- 1) Approval of Agenda
- 2) Delegations
 - a) 11:00 am - Dallas Meidinger, External Relations Manager, Waterton Lakes
 - b) 11:20 am – Doug Jensen, Assessment Services
- 3) Closed Session
 - a) Public Works Call Log – FOIP Sec. 24.1
 - b) Review of Policy C-FIN-500, Resale of Materials and Supplies – FOIP Sec. 24.1
 - c) Draft Policy C-CO-006 Pincher Creek & District Hometown Award – FOIP Sec. 24.1
 - d) Tax Discussion – FOIP Sec. 24.1
 - e) Road Use Concern Update – FOIP Sec. 24.1
- 4) Health and Safety Review
- 5) Round Table
- 6) Adjournment



**MD of Pincher Creek
Health and Safety Review
September 2024 to March 2025**



Event Summary

There has been 12 events reported to date.

- Environmental - 0
- Equipment damage - 3
- Near misses - 2
- Personal injuries - 2
- Property Damage – 4
- Vandalism - 0



COR Audit



Workplace Safety
**Certificate of
Recognition**

The 2024 COR Audit began in August 2024, with results received in mid-September. This audit was my qualifying audit and the MD's first internal audit in the three year process. We achieved a passing score of 89% which was slightly down from the previous years external audit.

The audit identified three key areas for improvement:

- Element 2 – Hazard Assessment
- Element 6 – Other parties at or in the Vicinity of the Worksite
- Element 10 – Systems Administration

Despite these areas for growth, the audit also highlights our strengths:

- Element 1 – Management Leadership and Organizational Commitment
- Element 3 – Hazard Controls
- Element 8 – Emergency Response

An action plan has been created and with the help of the JHSC and management we will be focusing on addressing the identified gaps while maintaining our commitment to workplace safety.

Joint Health and Safety Updates

The Joint Health and Safety Committee continues to make progress in strengthening workplace safety. As part of this effort, the committee will be reviewing and updating its Terms of Reference to ensure they align with current standards and operational needs.

During the 2024 COR audit, it was identified in element 2 Hazard Assessment, that several safe work practices and formal hazard assessments were missing. To address this, the MD worked with a consultant to help update these documents with the necessary information and create the ones that were missing. We will start to review and approve these updates during the JHSC meetings and implement them into the organization as we go along.

Regular safety inspection and meetings remain ongoing as we continue to prioritize a safe and compliant work environment.



Health and Safety Update

While working with the consultant to develop and update our Safe Work Practices and Formal Hazard Assessments, additional gaps in our Health and Safety Manual were identified. This consultant specializes in assisting municipal organizations in aligning their Health and Safety Management Systems (HSMS) with legislative requirements, she was recommended by another Health and Safety Manager who recently worked with her to updating their HSMS.

Although our current system meets the requirements to pass the COR audit, it does not fully comply with all Occupational Health and Safety legislative requirements. As we continue in the process, we will be focusing on addressing these gaps to ensure our Health and Safety Manual is both COR compliant and fully aligned with regulatory standards. Strengthening these areas will enhance our overall safety program and further support a safe and compliant workplace.

Health and Safety Incentive Plan

Last year, we implemented a Health and Safety Incentive Program aimed at increasing hazard awareness among staff. The initiative encouraged employees to be more vigilant in their surroundings, proactively identifying and mitigating potential hazards before they could result in a near-miss or incident.

Due to its success, we will be running the same incentive program again this year, from June to August. Submissions will be reviewed by the Joint Health and Safety Committee prior to the annual Safety BBQ in August, where the top submissions will be recognized and rewarded for their commitment to workplace safety.



QUESTIONS

