

**310-10 Safety Committee Meeting  
July 6, 04  
Portage la Prairie, MB**

Start Time: 10:00 am

Welcome/Introductions:

- Overview of materials
- Personal introductions (contact list included in package)
  - **Morley Wishart** PIMA
  - **Norma McCormick** MacDon
  - **Terry Wozniak** Valmar
  - **Raymond Rivard** Valmar
  - **Sandy Gable** Princess Auto
  - **Duane Charbonneau** Wilson Auto Electric
  - **Art G. Friesen** Westfield Ind.
  - **Peter Scarlett** Westeel
  - **Candice Kontzie** Westfield
  - **Greg Loewen** Loewen Mfg. (Altona)
  - **Amy Lodder** Walinga Inc
  - **Henry Loewen** Loewen Mfg. (Altona)
  - **Stuart Davies** Princess Auto
  - **Tracy Gamache** Cancade Co. Ltd
  - **Danny Kilmury** Cancade Co. Ltd
  - **Don Bergen** Loewen Mfg
  - **Doug Cieszynski** Monarch Ind. Ltd.
  - **Dennis Dueck** Monarch Ind. Ltd.
  - **Dave Scott** MacDon Ind. Ltd
  - **Peter Goodman** MacDon Ind. Ltd.
  - **John Corbin** Behlen Ind
  - **Dave Pedlow** Behlen Ind
  - **Gloria Lee** Convey-all Ind
  - **William Pugh** Morris Industries
  - **Brooks Paisley** PIMA
  - **Michelle Watson** PIMA
  - **Phillip Germain** PIMA

#### Function and structure of committee – (Phil)

- To get members to share best practices
- Topics and activities must be related to safety and/or claims management
- \$2000 in 2005 PIMA budget for MB committee

#### Function and structure of the committee – (members input)

- Stuart Davies made a motion to have quarterly committee meetings. The motion was seconded by William Pugh. Motion carried.
- The committee should provide a forum to bring understanding and education to everyone.
- Meeting people from other companies, sharing ideas
- Stuart Davies made a motion to have some standing agenda items at each meeting. After some discussion it was agreed and carried that the following items will be on every meeting agenda for this committee:
  - What's new in Legislation – Norma McCormick from MacDon / Corporate Health Works
  - A review of the 31010 quarterly statistics (Phillip to prepare). This will give us a chance to see how we are doing as an industry and pin point topics of concern.
- The members agreed that the meeting should follow a strict agenda and timeline.
- Companies should assign at least one representative on the committee to ensure progress and continuity.
- Minutes of the committee meetings will be posted in the Safety section of the PIMA website. This process will start before the end of the year.
- Location of next meeting
  - Company's host (plant tours)
  - We are here because of a common interest
  - Be prepared to move around
  - City to City
    - Winnipeg – Pending date early October, MacDon
    - Brandon
    - Winkler
    - Portage – not confirmed. Members will decide the rotation at the next meeting. Three city rotations is an option.
- Provide phone book of Health and Safety persons belonging to committee
- Website
  - Make presentations available online
  - Quick links to information
  - Database of sample practices and procedures

#### Monarch Claims Management Presentation

- Doug Cieszynski provided an excellent presentation about their challenges and successes to manage work related and no-work related injuries. A copy of the presentation was provided to everyone at the meeting.

Lunch 12:15 – 12:35

#### Overview Bill C-45 Presentation

- Phil Germain provided an overview of the federal Bill C-45 and talked about the history of the legislation, key components of the bill, penalties relating to violations and some suggestions about how to properly deal with the new requirements. A copy of the presentation was provided to everyone at the meeting.

#### PIMA Supervisor Safety Course re-write

- Morely Wishart provided a short presentation about the need to properly train supervisors relating to health and safety matters, especially in light of Bill C-45. Morley informed everyone that the course will now be a two-day event instead of four ½ days. To make it easier for employers to get their supervisors trained we will be hosting courses around the province in locations like Brandon, Winkler, Morden, Winnipeg, Portage la Prairies several times each year so that employers can have the option of send a few Supervisors at a time. Morley is soliciting feedback about the content in the course. PIMA feel that is necessary that we add some basic information about ergonomics so that Supervisors can properly identify ergonomic related hazards in their area. Candace Kontzie offered some good suggestions relating to the Supervisor safety course and suggested the PIMA should explore the opportunity to provide “Ergonomic Assessment Training” to those who will be given that responsibility within their company.

Meeting Adjourned 3:00 pm