

2022

Annual Report

Alberta Municipal Health and Safety Association

AMHSA

Health | Safety | Environment





A message from our Board Chair



Dear members,

Alberta Municipal Health and Safety Association (AMHSA) accomplished a great deal in 2022 executing on the goals, objectives, and key performance indicators set forth in its business plan. AMHSA and its professional, diverse team made great strides in expanding upon its customer-focused health, safety, and environment education and consultation services and continued to offer training and resources necessary for supporting psychologically and physically safe workplaces.

The Board of Directors continues its support of AMHSA in its future development of meeting the needs of the municipal sector through the achievement of its vision, mission, and value statements. AMHSA's Board is a diverse group of individuals who can provide solid representation, operations, union employees, emergency services, contract employees, etc.

I have been honoured to serve as Chair on AMHSA's Board and wish continued success for it and its associates into the coming years.

A handwritten signature in blue ink, appearing to read 'C. Collier'.

Christopher Collier

Director, Occupational Health & Safety (OHS), City of Calgary
Board Chair, AMHSA

A message from our Executive Director



Dear members,

2022 has been an opportunity for AMHSA to lean in and live its organizational Values of Integrity, Trust, Accountability, Openness, and Results Driven.

Looking back, there are so many operational achievements to proud of at AMHSA; however, the theme of supporting psychologically safe workplaces for municipal workers and employers stands out in our 2022 goals and achievements:

- Delivery of free Rural First Responder training to first responders living with or at risk of post-traumatic stress injuries (PTSI) supported by funding from the Government of Alberta (GoA)
- Obtaining GoA Partnerships approval of a new Optional Psychological Health and Safety (PHS) Certificate of Recognition (COR) Audit Element
- Season 3 delivery of Maintaining Mental Fitness
- Receiving Canadian Mental Health Association (CMHA), Alberta Division 2022 Workplace Wellness Award

I thank our employees and strategic partners for their efforts, and our Board of Directors and members for their continued support.

Craig Hrynychuk

Craig Hrynychuk

Executive Director and Chief Administrative Officer (CAO),
AMHSA

Thank you to our 2022 Board Members



Christopher Collier
Chair
City of Calgary



Corey Nesdoly
Vice-Chair
Canadian Union of Public
Employees (CUPE Local 38)



Jason Wallsmith
Treasurer/Secretary
Local Government
Administration Association
(LGAA)



Martin Biro
Director
Alberta Municipal
Supervisors' Association
(AMSA)



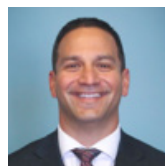
John Burrows
Director
Rural Municipalities of Alberta
(RMA)



Lanny Chudyk
Director
Civic Service Union
(CSU 52)



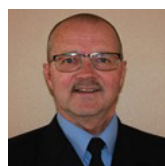
Rhonda deVos
Director
Other City - Employer



Tyler Gandam
Director
Alberta Municipalities



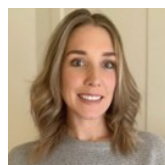
Amanda Mailman
Director
Canadian Union of Public
Employees (CUPE Local 30)



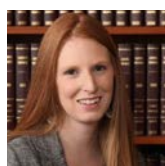
Brian Oliver
Director
Other City - Workers



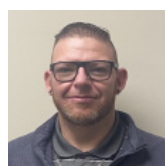
Dan Rites
Director
Alberta Water and Wastewater
Operators' Association
(AWWQA)



Laura Swain
Director
Alberta Rural Municipal
Administrators Association
(ARMAA)



Cyndil Taylor
Director
City of Edmonton



Dafydd Urquhart
Director
Canadian Union of Public
Employees (CUPE Local 37)



2022 RECOGNITION/EXCELLENCE

2022 Workplace Wellness Award Recipient

AMHSA was honoured to be the recipient of the Canadian Mental Health Association (CMHA), Alberta Division [2022 Workplace Wellness Award](#) for leadership in the promotion of mental health and psychological health and safety in the workplace.

Each year, the CMHA, Alberta Division recognizes mental health leaders, innovators, and volunteers who advance the mental health of all Albertans. The Division Awards Program provides the opportunity to recognize the outstanding achievement of volunteers, as well as individuals and organizations in the community who best exemplify the spirit of the CMHA in Alberta.

(Source: [CMHA Alberta](#))



ECO Canada Environmental Professional® (EP) Employer Designation

In support of environmental stewardship and in response to member feedback that municipal Health and Safety professional roles are growing to include environmental (HSE) scope and competencies, AMHSA received approval from its Board of Directors to pursue a soft scope expansion into environment, and application as a qualified [Environmental Professional® \(EP\)](#) with ECO Canada.

In September 2022, AMHSA was notified that its application for the EP Employer designation had been approved by the Canadian Environmental Certification Approvals Board (CECAB).



Optional PHS Certificate of Recognition (COR) Audit Element – GoA Approval

In part, the global pandemic contributed to an increased understanding of the importance of mental health in the workplace, but also growing trends in compensable mental health claims.

In response to these trends, and in support of Health and Safety Management Systems (HSMS) Plan-Do-Check-Act (PDCA) continuous improvement, AMHSA utilized an external PHS subject matter expert (SME) with knowledge of the mental health “National Standard” and international ISO 45003:2021 OHS

Management – Psychological Health and Safety at Work Standard to support the development of an [Optional Psychological Health and Safety \(PHS\) COR Element](#) to support municipal employers in assessing the effectiveness of a need for new mental health programs.

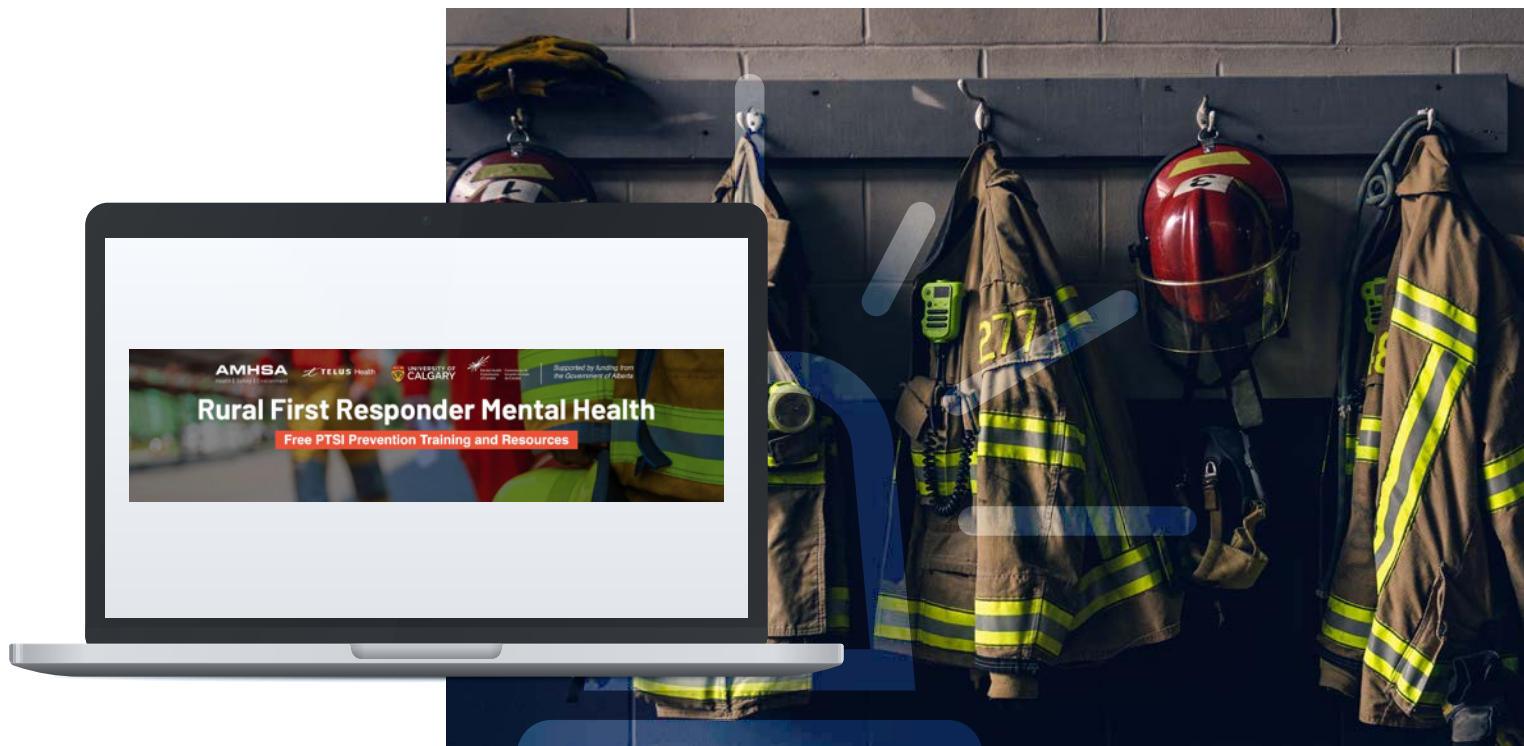
In September 2022, AMHSA received approval from Government of Alberta (GoA) Partnerships to deploy this optional element.



Rural First Responder Mental Health Training

In 2022, AMHSA was successfully awarded a Stream 1(Services) Supporting Psychological Health in First Responders (SPHIFR) grant from the Government of Alberta for the virtual delivery of a novel iteration of The Working Mind First Responder (TWMFR) from the Mental Health Commission of Canada (MHCC) to provide specialized training and tools to rural and remote firefighters living with or at risk of post-traumatic stress injuries (PTSI).

The [AMHSA Rural First Responder program](#) aimed to provide 375 Alberta Fire and Rescue Services first responders with free access to 25 virtually delivered sessions of TWMFR as well as tools and content on the TELUS Health Espri mobile app for self-directed TWMFR ‘booster’ training.





Municipal Change-Solutions Strategy

In response to emerging issues, member feedback, statistical trends and other factors, AMHSA provides active solutions to help manage municipal change, such as the establishment of strategic partnerships and the creation of competency-based learning events.

Disability Management Training

In partnership with WCB-Alberta and Pacific Coast University for Workplace Health Sciences (PCU-WHS), AMHSA offered virtual learning events related to disability management and successful return to work.

Learning events emphasized the skills and knowledge required to return to work for individuals who have incurred injuries or illnesses, and introduced the competencies that are required to administer disability management programs.

Courses included: [Effective Use of myWCB](#), [Legislation and Disability Management](#), and [Disability Management in Unionized Organizations](#).

PCU-WHS events applied towards the Disability Management Practitioner Certificate Program offered by PCU-WHS, and were endorsed by the Canadian Society of Professionals in Disability Management (CSPDM) for continuing education credit (CEC) hours for the professional designations of:

- Certified Disability Management Professional (CDMP)
- Certified Return to Work Coordinator (CRTWC)



Maintaining Mental Fitness (MMF) – Season 3

In 2022, AMHSA launched [Maintaining Mental Fitness Season 3](#) (Pandemic to Endemic: Employee Reintegration into the Workplace) in partnership with Alberta Municipalities and the Canadian Society of Safety Engineering (CSSE).

Maintaining Mental Fitness is an educational webinar series designed to support mental fitness for organizations and individuals. The 10-episode Season 3 is focused on the transition from a pandemic to an endemic workplace environment.

OHS Legislation Changes

To support membership with the impact associated with sweeping changes to Alberta's occupational health and safety (OHS) legislation that came into force on Dec. 1, 2021, [AMHSA supported members with advocacy, representation, and communication](#) during phases of 2022 deferred OHS code implementation and the 2022/2023 OHS code review cycle:

- Legislative change overview eLearning
- Worker OHS rights
- Joint work site committee/health and safety representative
- Searchable OHS legislation





Elected Official Councilor Interview Exemption

In 2022, AMHSA received feedback from several municipal Chief Administrative Officer (CAO) Certificate of Recognition (COR) holders whose Workers Compensation Board accounts include Councilors, expressing concerns about the program requirement related to Council interviews and the applicability of the questions utilized.

In response to this CAO feedback, [AMHSA was successful in advocating for and achieving a temporary exemption](#) from the GoA Partnerships to include Councilors in COR audit interviews until the end of 2022, and then a subsequent approval to allow

for [nine revised COR audit interview questions in 2023](#) (if Council is included under the municipal WCB account being audited for COR) that we believe better reflects the scope and nature of Councilors in municipal operations.

To support awareness and change management associated with this subject, AMHSA performed outreach to CAOs, AMHSA COR Certified Auditors, and created a COR Audit and Municipal Council Information resource portal with Frequently Asked Questions (FAQ) documents.

A large photograph of a man, Tyson Titanich, smiling and holding a rainbow trout in a river. He is wearing a white long-sleeved shirt, blue shorts, and a grey baseball cap with a red maple leaf logo. He has a life vest on. The background shows a river and green foliage.

CREATIVE SENTENCING

Tyson Titanich

The Lawn Maintenance Safety Program was developed by AMHSA as part of a creative sentencing judgement resulting from the deaths of young municipal lawn maintenance workers.

Tyson Titanich lost his life in a lawn tractor accident while working as an employee for the Town of Drayton Valley. Tyson's story is used to educate front-line workers and supervisors involved in municipal lawn maintenance operations, landscaping and golf course maintenance.

“The death of Tyson is not only tragic but tragically preventable. The navigation after his loss was so difficult. The Corrective Sentence gave us hope that things would change. We truly could not believe that there was no such safety training program in Alberta prior to the incident.

We are grateful that AMHSA along with help from the Town of Drayton Valley created and completed The Lawn Maintenance Safety Program. Hopefully, this program benefits not only Municipalities but Golf Courses, Campgrounds, Parks, Schools and Developments, truly anywhere lawns are maintained.

The production company RED The Agency had a wonderful vision. They were so very professional, kind and compassionate, they were a gift in helping us share Tyson's story.

We hope this program will help youth, employees and employers. We hope this will make everyone more aware and help prevent this from happening again.

Kevin, Monique, Marie and Julia Titanich



2022 Estimated Workers Under COR by Certifying Partner

Certifying Partner	Est. # of Workers under COR	% of Workers under COR
Alberta Association for Safety Partnerships	205,304	26.6%
Alberta Construction Safety Association	261,530	33.8%
Alberta Food Processors Association	11,810	1.5%
Alberta Forest Products Association	10,245	1.3%
Alberta Motor Transport Association	32,684	4.2%
Alberta Municipal Health and Safety Association	54,588	7.1%
Alberta Safety Council	26,285	3.4%
Continuing Care Safety Association	27,513	3.6%
Energy Safety Canada	121,121	15.7%
Manufacturers' Health and Safety Association	21,762	2.8%
Western Wood Truss Association of Alberta	100	0.01%
Total	772,942	100%

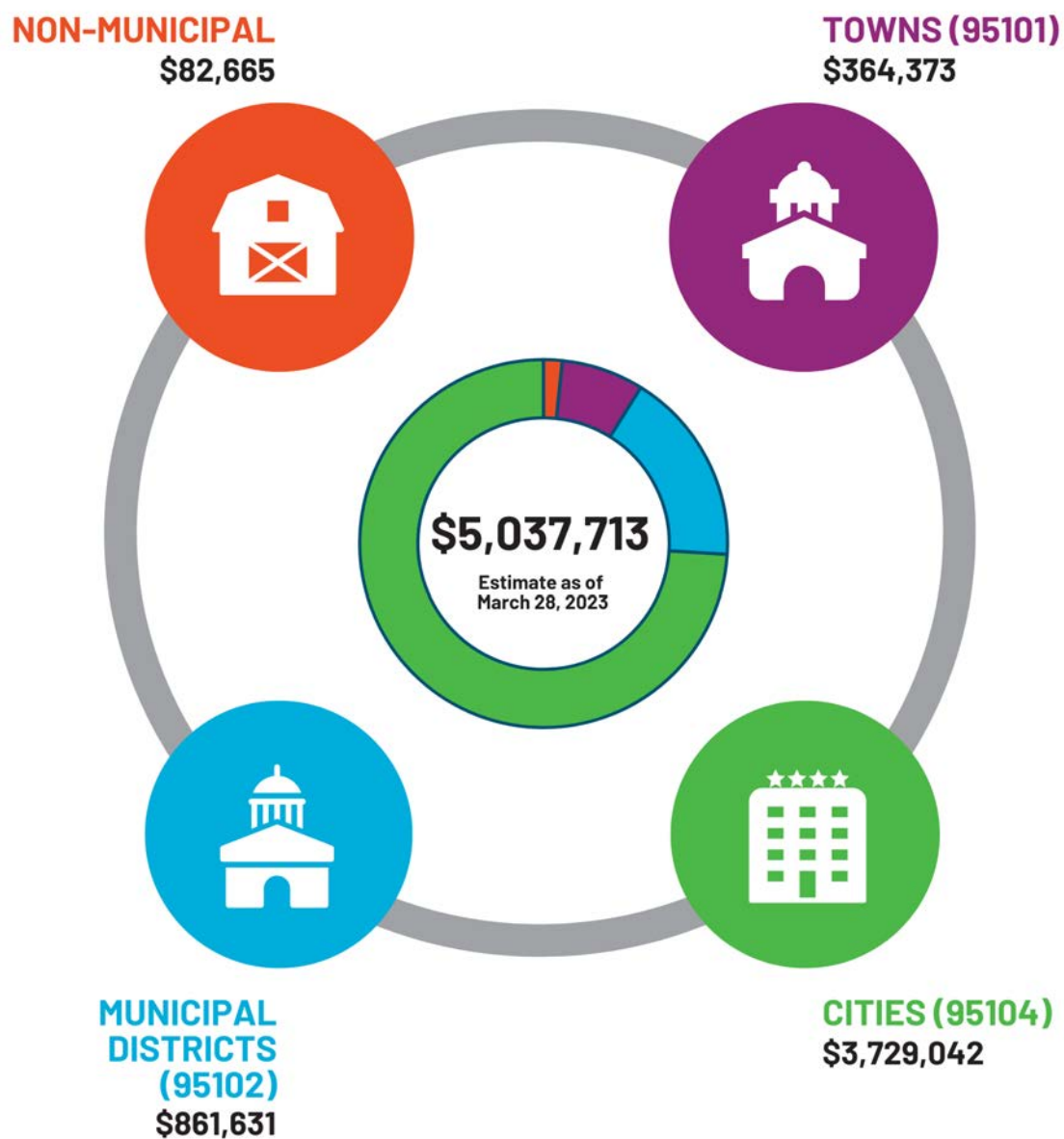
Estimated 2022 Number of Workers under AMHSA COR

54,588 or 7.1%



Source: WCB Data to March 10, 2023

Partnerships in Injury Reduction (PIR) 2022 Refund Summary



Source: WCB Data to March 10, 2023

Our Financial Performance - 2022

As of December 31, 2022



Excess of revenue
over expenses
before amortization:
\$51,078



Net excess of
revenue over
expenses: -\$163,700

If you have interest in viewing a full accounting of AMHSA's finances, please view our 2022 Independent Auditor's Report and/or 2022 Audited Financial Statements.

Independent Auditor's Report

Note: The following pages are an excerpt from the Independent Auditor's Report. For the full report, please visit our website at amhsa.net/about/#publications or [click here](#).

Management's Responsibility

To the Members of Alberta Municipal Health & Safety Association:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors ("the Board") is composed entirely of Directors who are neither management nor employees of the Association. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

May 12, 2023



Craig Hrynchuk, Executive Director

Independent Auditor's Report

To the Members of Alberta Municipal Health & Safety Association:

Opinion

We have audited the financial statements of Alberta Municipal Health & Safety Association (the "Association"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Calgary, Alberta

May 12, 2023

The logo for MNP LLP, featuring the letters 'MNP' in a large, stylized, handwritten font, followed by 'LLP' in a smaller, clean, sans-serif font.

Chartered Professional Accountants

Alberta Municipal Health & Safety Association

Statement of Financial Position

As at December 31, 2022

	2022	2021
Assets		
Current		
Cash (Note 3)	563,406	1,202,343
Accounts receivable	204,785	185,232
Short term investments (Note 6)	1,354,077	593,249
Government assistance receivable (Note 4)	-	94,849
Goods and Services Tax receivable	3,078	6,704
Prepaid expenses and deposits	119,585	135,963
	2,244,931	2,218,340
Restricted cash (Note 5)	468,347	331,655
Capital assets (Note 7)	1,066,302	1,085,623
	3,779,580	3,635,618
Liabilities		
Current		
Accounts payable and accrued liabilities	281,193	244,558
Fees received in advance (Note 8)	149,373	15,038
	430,566	259,596
Deferred contributions (Note 9)	468,347	331,655
	898,913	591,251
Commitments (Note 10)		
Contingencies (Note 11)		
Net Assets		
Unrestricted	1,814,365	1,958,744
Invested in capital assets	1,066,302	1,085,623
	2,880,667	3,044,367
	3,779,580	3,635,618

Approved on behalf of the Board



Craig Hrynchuk, Executive Director



Jason Wallsmith, Treasurer/Secretary

Alberta Municipal Health & Safety Association

Statement of Operations

For the year ended December 31, 2022

	2022 <i>Budget</i> <i>(unaudited)</i>	2022	2021
Revenue			
WCB grant	1,800,000	1,800,000	1,800,000
Program registrations	780,000	808,052	900,699
Sale of materials	20,000	10,113	10,068
Other	120,000	180,752	63,232
Interest	4,000	28,441	3,980
Deferred revenue recognized <i>(Note 9)</i>	-	132,391	182,167
Decrease in WCB funds held on deposit	-	(58,223)	(121,704)
	2,724,000	2,901,526	2,838,442
Expenses			
Advertising	65,000	125,080	16,363
Bad debts	1,500	352	3,027
Bank charges and interest	11,000	6,548	5,738
Board expenses	2,500	-	-
Computer	190,000	255,328	172,449
Contract services	175,000	257,818	300,872
Insurance	-	7,174	1,028
Office equipment lease	5,000	3,622	4,038
Office expenses	100,000	87,521	65,218
Professional development	-	21,047	12,520
Rent <i>(Note 4)</i>	180,000	153,342	77,716
Repairs and maintenance	15,000	19,847	19,076
Salaries and benefits <i>(Note 4)</i>	1,684,377	1,286,166	1,039,115
Telephone	-	33,345	18,517
Travel and subsistence	20,000	19,696	836
	2,449,377	2,276,886	1,736,513
Program development and training			
Instructors and resource people	135,000	221,035	145,153
Preparation and materials	115,000	101,050	62,625
Travel and facility rent	55,000	76,560	28,718
Special projects expenses	-	174,917	99,947
	305,000	573,562	336,443
COVID-19 expenses	-	-	2,950
Board expenses	8,000	-	17
Total expenses	2,762,377	2,850,448	2,075,923
Excess of revenue over expenses from operations	(38,377)	51,078	762,519

Alberta Municipal Health & Safety Association

Statement of Operations

For the year ended December 31, 2022

	2022 Budget (unaudited)	2022	2021
Excess of revenue over expenses from operations <i>(Continued from previous page)</i>	(38,377)	51,078	762,519
Other income (expenses)			
Amortization expense	-	(214,778)	(241,427)
Deficiency of revenue over expenses	(38,377)	(163,700)	521,092



Alberta Municipal Health and Safety Association

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