



20
23

Annual
Report

Alberta Municipal Health and Safety Association

AMHSA

Health | Safety | Environment



About Us

The Alberta Municipal Health and Safety Association (AMHSA) is an educational non-profit organization that promotes occupational health and safety and environmental stewardship in the workplace. What's in it for you? The answer is value. We have a membership of 60,000+ members in 19 cities, 108 towns, 88 villages, 51 summer villages, 64 counties and municipal districts, and six specialized districts.

Since 1990, our mission has been to assist municipal employers and workers in implementing effective Health and Safety Management Systems (HSMS) and educating both employers and workers through classroom and online training. As a recognized leader in municipal HSE excellence, we partner with municipal employers, workers, and strategic partners to educate, equip, and inform with knowledge and skills that will keep them and their co-workers safe, and reduce the costs associated with workplace incidents.

A message from our Board Executive

Dear members,

On behalf of the Board of Directors for Alberta Municipal Health and Safety Association (AMHSA), I am pleased to present the report on the progress we made towards the goals, objectives, and key performance indicators set forth in our 2023 business plan. AMHSA and its professional, diverse team continue to make great strides in improving and expanding upon its customer-focused health, safety, and environment education and consultation services. AMHSA continues to offer and refine our training and resources for supporting psychologically and physically safe workplaces.

The Board of Directors continues its support of AMHSA in its continuous 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 to operations, union employees, emergency services, contract employees, etc.

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



Corey Nesdoly

Corey Nesdoly

Chief Steward

Canadian Union of Public Employees (CUPE Local 38)

Board Vice-Chair

Alberta Municipal Health and Safety Association (AMHSA)

A message from our Executive Director

Dear members,

2023 was a year of challenge but also achievement for AMHSA. I am very proud of our continued pragmatic and value-based approach in providing products/services and leading amongst our Certifying Partner peers in the areas of psychological health and safety (PHS) and data driven injury/illness prevention campaigns.

The work of our exceptional team, strategic partners, and continued support from our Board of Directors and members reaffirms to me that 2024 will continue to distinguish the efforts of AMHSA and our municipal employer and worker representatives.

Several 2023 achievements stand out that support AMHSA's vision, mission, and values.

- **Psychological Health & Safety (PHS)** – Launch of two [PHS e-Learning Certificates](#), piloting of a new [PHS Audit](#) approved by the Government of Alberta as an optional element within Certificate of Recognition (COR), and delivery of a [GoA SPHIFR grant](#) to first responder and family members living with or at risk of post-traumatic stress injuries (PTSI)
- **Long-term Relevancy** – application for accreditation under the ANSI/IACET 2018-1 Standard for Continuing Education and Training and launch of [digital credentialing](#) with Credly.
- **Advocacy & Representation** – During OHS legislation changes that came effective on March 31, 2023 and ongoing committees and working groups
- **Member Services** – Becoming a Canadian Standards Association (CSA) Association Partner

"I wish to extend my thanks to our employees, members, Board members, and interested parties for their continued trust and confidence in AMHSA."



Craig Hrynychuk

Craig Hrynychuk

Executive Director and Chief Administrative Officer (CAO)
Alberta Municipal Health and Safety Association (AMHSA)

Thank you to our 2023 Board Members



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)



Amanda Mailman

Director

Canadian Union of Public Employees
(CUPE Local 30)



Brian Oliver

Director

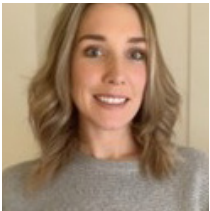
Other City - Workers



Dan Rites

Director

Alberta Water and Wastewater
Operators' Association (AWWOA)



Laura Swain

Director

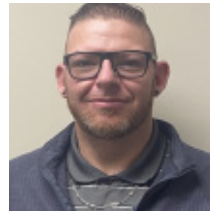
Alberta Rural Municipal
Administrators Association (ARMAA)



Cyndil Taylor

Director

City of Edmonton



Dafydd Urquhart

Director

Canadian Union of Public Employees
(CUPE Local 37)



Lanny Chudyk

Director

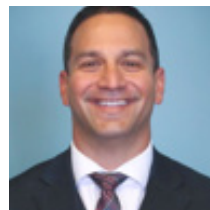
Civic Service Union (CSU 52)



Rhonda deVos

Director

Other City - Employer



Tyler Gandam

Director

Alberta Municipalities

Value Added Partnerships

Canadian Standards Association (CSA)

AMHSA has partnered with the [Canadian Standards Association](#) (CSA) to provide municipal members with no-cost access to a collection of CSA standards, as well as discounts for CSA training and resources. This partnership is a response to the inclusion of numerous new (or revisions to) CSA standards in Alberta OHS Code that came into effect on March 31, 2023.



MyWorkplaceHealth

Founded by Dr. Joti Samra, [MyWorkplaceHealth](#) is a global consulting firm with expertise in psychological health and safety best practices. AMHSA has partnered with Dr. Samra and her team of subject matter experts to develop a new [Psychological Health and Safety e-Learning Certificate Program for People Leaders and Employees](#) (to be launched 2024), as well as auditor training for AMHSA's [Psychological Health and Safety Management System \(PHSMS\) Audit tool](#).



Credly Digital Credentials

To help members communicate their educational achievements, AMHSA has partnered with Credly to provide secure and verifiable digital credentials as they are earned. AMHSA's verified digital badges and micro-credentials can be used to showcase learner achievements and validate skills with an industry-recognized credential.

Beginning in 2023, AMHSA piloted the program with [Psychological Health and Safety e-Learning Certificate Program for People Leaders and Employees](#). Full launch of the [AMHSA Digital Credentials.ca](#) program is planned for early 2024.



Respect Group Certified

As part of AMHSA's commitment to a psychologically safe workplace, 100% of AMHSA employees completed [Respect Group](#) training in 2023. The Respect Group is an organization dedicated to the prevention of bullying, abuse, harassment, and discrimination (BAHD) in the workplace, in sports, and in schools. The [Respect in the Workplace](#) program includes education and skills to prevent BAHD and to improve workplace culture.



Aquatics Health & Safety Awareness Campaign

AMHSA's [Aquatics Health & Safety Awareness Campaign](#) is designed to raise awareness of slips, trips, and falls for those working in and around pools. Content includes an educational website with downloadable posters, diagrams, health and safety talks, and a series of fall protection webinars. This campaign was initiated out of creative sentencing for a municipal [conviction under OHS legislation](#) 2022 Award.

The content of the campaign was created with the assistance of subject matter experts from High Engineering and four recreational associations: Alberta Association of Aquatic Recreation Facility Professionals (AARFP), Alberta Association of Aquatic Professionals (AAP), Lifesaving Society – Alberta and Northwest Territories Branch, and Pool & Hot Tub Council of Canada – Alberta Chapter. AMHSA was also joined by 23 representatives from 18 municipal organizations.

Advocacy and Representation for our Members

Update on Regulatory Changes

In 2023, AMHSA again supported advocacy and representation of its interested parties during OHS legislative change by facilitating an OHS Expert Panel and Q&A moderated by AMHSA with representatives from the Government of Alberta and Bennett Jones LLP and a member webinar on Noise Exposure changes in OHS Code Part 16 that came effective on March 31, 2023.



Workers Compensation Board (WCB) – Alberta

In August 2023, WCB-Alberta notified the Cities municipal industry code (95104) regarding a vote on the industry's continued participation in the Industry Custom Pricing (ICP) program. Members from the industry requested a re-poll to determine if the industry group should revert to standard pricing or remain in the ICP program and were provided a 30-day window to vote.

AMHSA notified members of the Cities municipal industry code (95104) to provide information on voting, the ICP program and standard pricing, and hosted a well attended information session with James Wilson, Director, Risk Management, WCB-Alberta.



Committee and Working Group Representation

Throughout the year, AMHSA continued to participate in committee and working groups that support member advocacy, representation, and customer service goals and objectives.

- [Partnerships in Injury Reduction](#) (PIR)
- Strategic Steering Committee (SSC)
- [WCB-Alberta/ Industry Task Force \(ITF\) Association](#)
- OHS Prevention Initiatives Working Groups
- Conference Board of Canada (CBOC) – [Council for Safe Workplaces](#) (CSW)
- Construction Safety Research Alliance (CRSA) – [Communities of Practice](#) (CoP)
- NAIT OHS Diploma Program Advisory Committee

Member Information Sessions

AMHSA hosted a number of information sessions to educate and inform members throughout 2023.

Sessions included:

- Member Access to CSA Standards, presented by AMHSA
- Industry Custom Pricing, with James Wilson, Director, Risk Management, WCB-Alberta



Giving Back to Membership/Living Our Values

OHS Tuition Giveaway

AMHSA partnered with the [University of New Brunswick, College of Extended Learning](#) (UNB CEL) to provide one municipal member with free tuition to enroll in their choice of the UNB online [Certificate in Occupational Health and Safety program](#) or the online [Diploma in Occupational Health and Safety](#).

With this initiative, AMHSA honours the memory of the late Terri Filipski, who was instrumental in the launch of the first contest in 2020. The winner of the 2023 AMHSA-UNB CEL tuition giveaway will be announced in 2024.



Website Redevelopment

As a result of feedback from members and interested parties, AMHSA began discovery for the redevelopment of the [amhsa.net](#) website. Initial project work included team member consultations, a review of website analytics, and a request for proposals. Prior to the full redevelopment scheduled to begin in 2024, AMHSA reskinned the existing site to reflect current brand standards.

System Upgrades

In 2023, AMHSA began a reinvestment plan for aging or absent platforms that have significant public facing contact with members and/or impact to member experience. This includes upgrades to our financial and accounting system to ensure solid reporting and financial responsibility and updates to AMHSA's customer management systems.

Rural First Responder Mental Health Support

In 2023, AMHSA was re-awarded a [Stream 1 \(Services\) Supporting Psychological Health in First Responders](#) (SPHIFR) grant from the Government of Alberta. AMHSA was originally awarded this grant in 2022, in order to deliver customized Mental Health Commission of Canada (MHCC) virtual training to rural Alberta firefighters living with or at risk of post-traumatic stress injuries (PTSI).

The 2023 grant allowed AMHSA to provide in-person sessions and to broaden services to additional rural first responder groups, including law enforcement, paramedical, emergency health care workers, and Indigenous first responders. AMHSA also expanded the [Rural First Responder program](#) to provide free mental health training and PTSI resources to family members of rural Alberta first responders, the first program of its kind to do so.



Certificate of Recognition (COR) Audit Results

AMHSA's 2023 Maintenance COR audit received a final score of 95%, higher than the results of the previous four years and above the industry average of 91%. AMHSA obtained 100% in several categories, including: Health and Safety Committees (HSC) and Health and Safety Representatives (HSR); Qualifications, Orientation and Training; Inspections; and System Administration. Opportunities for improvement include Emergency Response, Hazard Assessment, and Other Parties at or in the Vicinity of the Worksite.

Providing High Quality Training and Education



IACET Accreditation

In November 2023, AMHSA applied for accreditation under the ANSI/IACET 2018-1 Standard for Continuing Education and Training with the [International Accreditors for Continuing Education and Training](#) (IACET). As part of the application process, AMHSA reviewed each facet of the continuing education and training program, including policies, administration, and educational design processes. The instructor-led Supervisor's Role and eLearning Lawn Maintenance courses were also redeveloped in consultation with municipal members and included as evidence in the application. If successful, AMHSA will become one of only eight IACET accredited training providers in Canada.

Data Informed Injury/Illness Prevention Campaigns

To support evidence based/data informed decision making and continuous improvement of AMHSA injury/illness prevention campaigns, in 2023 the Board of Directors approved AMHSA applying to the GoA to participate in the Health and Safety Association (HSA) Information Sharing Agreement. Prevention campaigns such as Line of Fire have plateaued in progress and require additional insights to support revitalization in 2024.

Value Added Training

In 2023, AMHSA offered nearly 400 instructor-led training sessions, with more than 3,600 participants. Following each learning event, AMHSA surveys both participants and the hosting organization for feedback related to continuous improvement and reporting. Of those who responded to the evaluation, 97% felt that participants had acquired and applied knowledge and skills applicable to their role.



Partnerships in Injury Reduction (PIR) Certificate of Recognition (COR)

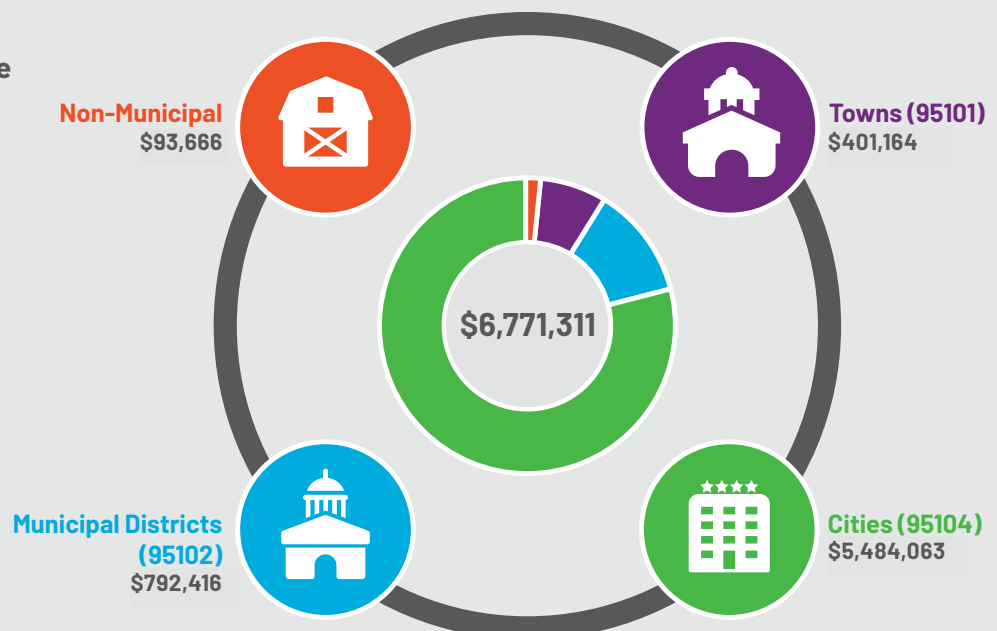
2023 Estimated Workers Under COR by Certifying Partner

Certifying Partner	Est. # of Workers Under COR	% of Workers Under COR
Alberta Association for Safety Partnerships	223,606	27.6%
Alberta Construction Safety Association	270,571	33.4%
Alberta Food Processors Association	12,237	1.5%
Alberta Forest Products Association	10,402	1.3%
Alberta Motor Transport Association	33,185	4.1%
Alberta Municipal Health and Safety Association	59,682	7.4%
Alberta Safety Council	28,852	3.6%
Continuing Care Safety Association	29,113	3.6%
Energy Safety Canada	119,969	14.8%
Manufacturers' Health and Safety Association	22,902	2.8%
Total	810,520	100%

Source: WCB Data to March 22, 2024 (estimated)

Partnerships in Injury Reduction (PIR) Certificate of Recognition (COR) Refund Distribution

Source: WCB Data to March 22, 2024 (estimated)



Our Financial Performance - 2023

As of December 31, 2023



Excess of revenue
over expenses
before amortization:
\$760,556

Net excess
of revenue
over expenses:
\$503,737



If you have interest in viewing a full accounting of AMHSA's finances, please view our 2023 Independent Auditor's Report and/or [2023 Audited Financial Statements](#).

Management Responsibilities Letter

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 10, 2024

Craig Hrynychuk, Executive Director

Independent Auditor's Report

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, 2023, 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, 2023, 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.

Independent Auditor's Report con't

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

Chartered Professional Accountants

Statement of Financial Position

Alberta Municipal Health & Safety Association Statement of Financial Position

As at December 31, 2023

	2023	2022
Assets		
Current		
Cash and cash equivalents (Note 3)	1,395,127	563,406
Accounts receivable	143,996	204,785
Short term investments (Note 4)	1,074,381	1,354,077
Goods and services tax receivable	20,155	3,078
Prepaid expenses and deposits	107,732	119,585
	2,741,391	2,244,931
Restricted cash (Note 5)	588,522	468,347
Capital assets (Note 6)	976,722	1,066,302
	4,306,635	3,779,580
Liabilities		
Current		
Accounts payable and accrued liabilities	250,628	281,193
Fees received in advance (Note 7)	83,081	149,373
	333,709	430,566
Deferred contributions (Note 8)	588,522	468,347
	922,231	898,913
Commitments (Note 9)		
Contingencies (Note 10)		
Net Assets		
Unrestricted	2,407,682	1,814,365
Invested in capital assets	976,722	1,066,302
	3,384,404	2,880,667
	4,306,635	3,779,580

Approved on behalf of the Board

Corey Nesdoly, Vice-Chair

Jason Wallsmith, CPA, CMA, Treasurer/Secretary

The accompanying notes are an integral part of these financial statements

Statement of Operations

Alberta Municipal Health & Safety Association Statement of Operations

For the year ended December 31, 2023

	2023 Budget (unaudited)	2023	2022
Revenue			
WCB grant	2,356,214	2,356,214	1,800,000
Program registrations	975,000	1,059,026	808,052
Deferred revenue recognized (Note 8)	-	262,575	132,391
Other	50,002	152,237	180,752
Change in WCB surplus fund	-	136,395	(58,223)
Interest	-	92,642	28,441
Sale of materials	-	12,454	10,113
	3,381,216	4,071,543	2,901,526
Expenses			
Advertising	100,600	37,280	125,080
Bad debts	2,000	307	352
Bank charges and interest	11,000	6,439	6,548
Contract services	160,000	331,342	257,818
IT, Web & Software	310,190	265,090	255,328
Insurance	-	7,527	7,174
Office equipment lease	5,000	5,026	3,622
Office expenses	100,000	98,339	87,521
Professional development	-	8,438	21,047
Rent (Note 11)	180,000	193,882	153,342
Repairs and maintenance	-	33,310	19,847
Salaries and benefits (Note 11)	2,108,755	1,473,284	1,286,166
Telephone	-	29,196	33,345
Travel and subsistence	30,000	29,851	19,696
	3,007,545	2,519,311	2,276,886
Program development and training			
Instructors and resource people	192,500	197,634	221,035
Preparation and materials	175,000	140,212	101,050
Travel and facility rent	82,000	105,610	76,560
Special projects expenses	-	347,750	174,917
	449,500	791,206	573,562
Board expenses	3,000	470	-
	452,500	791,676	573,562
Total expenses	3,460,045	3,310,987	2,850,448
Excess of revenue over expenses from operations	(78,829)	760,556	51,078

Continued on next page

The accompanying notes are an integral part of these financial statements

Alberta Municipal Health & Safety Association Statement of Operations

For the year ended December 31, 2023

	2023 Budget (unaudited)	2023	2022
Excess of revenue over expenses from operations (Continued from previous page)	(78,829)	760,556	51,078
Other expenses			
Loss on disposal of assets	-	(12,359)	-
Amortization expense	-	(244,460)	(214,778)
Excess (deficiency) of revenue over expenses	(78,829)	503,737	(163,700)

The accompanying notes are an integral part of these financial statements



Alberta Municipal Health and Safety Association

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