

STAC Road Safety Committee Meeting Notes

Meeting: May 4, 2017; 1:00 p.m.-2:00 p.m. EDT



Structure, Tower &
Antenna Council
Conseil des structures,
pylônes et antennes

Next Meeting: Thursday, June 15, 2017 – 1:00 p.m.-2:00 p.m. EDT

DIAL IN INFO: Toll-free: 1-866-234-0247; Local (Toronto): 416-443-4589

Conference ID: 612392

Action Items:

- Nick to send NSC Standard 11 document to Steering Committee for approval
- Committee member volunteers needed for NSC Standard 9 project
- Committee members to provide comments on Roadside Work Procedures chart circulated by Nick
- Committee member volunteers needed for Roadside Work Procedures project
- Committee to return to discussion of potential public awareness campaign

Attendees:

- Nick Kyonka (STAC)
- Dan Renaud (Telecon)
- Aimee Arseneault (Tridon)
- Clay Parchewsky (WesTower)
- Chris Jones (CWTA)
- Cris Bursugliu (Rigarus)
- Dave Ramdeane (Bell)
- John Jupin (Bell MTS)
- Tom Lee (Rogers)

Meeting Notes:

1. National Safety Code Project

- Nick notes that the National Safety Code Best Practices Project has slowed in recent months due to conference-related commitments and work
 - Notes that this project is developing condensed versions of the CCMTA's National Safety Code standards for commercial vehicles, which highlight only those points that are relevant to the tower industry
- Completed NSC Standard 10 Best Practices document last year and it has been available on this committee's page on the STAC Members website for some time now
 - Was also available in printed format at the STAC conference, and Nick has additional copies to distribute at future events/occasions
 - Members can also print them off themselves from the STAC Members website
- NSC Standard 11 Best Practices is now complete though, and was shared with the committee in the invitation for this meeting
 - This committee did review this document previously at the end of last year, but we have since added the glossary
 - Did receive a bit of feedback on the glossary and made a few adjustments as necessary
 - Looking for committee approval to send this document to the STAC Steering Committee for a final review before being published
 - No comments: Nick to send document to STAC Steering Committee for approval
 - Steering Committee to be given a 30-day review period before discussing and approving
 - Nick to send back to Road Safety Committee if there are any major changes requested by the Steering Committee
- Nick and Dan have also started some work on NSC Standard 9, though Dan said that pretty much all of the information in the standard was relevant to the tower industry, so we determined that it



would not be practical to develop a best practice document that would be similar to the others we've developed

- Nick says he asked Dan to go through and highlight the most important sections of the standard, and has since started writing up a "Discussion of Key Points" document, though he hasn't gotten very far as of yet
 - Nick says he'd like to aim to have this document completed by the fall
 - Nick is interested in receiving feedback on the design of the document, and also looking for volunteer(s) who could review Dan's notes and highlight any additional section(s) they think should be discussed
 - Nick also willing to accept volunteers who are interested in helping to draft the document

2. Safe Roadside Work Procedures Project

- Nick notes that the STAC Workplace Health and Safety Committee launched a project last year relating to roadside work procedure requirements, and that the STAC Steering Committee asked that this project be moved to the Road Safety Committee
 - The original intent of this project was to develop our own industry standard for roadside work procedures, so crews weren't required to abide by the rather onerous requirements designed for general construction crews
 - Unfortunately, when we started contacting provinces to ensure that this would be permissible, many of the provinces we heard back from said that their regulations were legal minimums, and that we could only design our own guidelines if they exceeded the provincial minimums
 - As such, Nick and the project lead, Carm Cirillo from Rogers, have put more thought into this and have decided to map out the various provincial requirements through a series of charts, and to build a separate chart to demonstrate the most stringent requirement for each category
 - Types of categories we're looking at include: cones, signage and devices
 - Will focus on identifying these requirements as related to both "shoulder work or partial lane encroachment" or to "parking lane closed"
 - Looking only at non-freeway work for "short duration" or "very short duration" periods
 - Looking for additional volunteers to join this project team
 - Will primarily involve pulling the information and completing the chart for one or two provinces
 - Dan asks whether we have a traffic control plan and templates for roadside planning that shows where you place your cones, etc ...
 - Dan to provide to Nick
 - Nick notes that he does intend to include a written note or document to include with the charts and that a traffic control plan template would seem to be good to include
 - Dave notes that Ontario's Book 7 has a lot of diagrams to show how to plan your site under a wide variety of situations – wants to make sure that any document we develop is comprehensive enough to not miss important information that may be needed or to mislead anyone
 - Aimee suggests that we can state at the start of the document that the information is based on certain specific circumstances and reference to the chapters/sections in the standards/regulations for

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- more information or to deal with situations that don't fit within the identified circumstances
 - Committee member notes that their company hires traffic control people to deal with many types of circumstances that are beyond the basics; says that we should refer people to the specific chapter in the regulation to address these problems as much as possible
 - Nick suggests that we should structure this project to develop a document with separate sections for each province that would include the chart as well as province-specific notes such as where to find additional information on specific topics
 - General agreement
- Nick shares project outline he's crafted that demonstrates some tasks and timelines
 - Notes that the first step is to collect roadside requirement manuals from each province, which he has already done
 - Notes that they are all posted to the Road Safety Committee's page on the STAC Members website except for Quebec's manual, which must be purchased
 - Nick has purchased a one-year licence to the Quebec manual though and can make excerpts available to members who need it, or can answer questions as need be
 - Second step is to identify the fields we want covered in the chart, including the situations for which we want to identify requirements, as well as the type of requirements/categories of concern (ie: cones, devices, etc ...)
 - Nick notes that Carm mentioned TC-12s as the primary device that people typically use but Nick saw a lot of references to PVMS's so he has included them for now as well, as well as an "other" category
 - Nick asks whether there is anything else that needs to be added to the chart
 - Dan notes that TC-12 should be listed as "Arrow Board"
 - Notes that we may need a glossary of terms for the charts
 - Dan says we should add "Beacons" and "Four-Way Flashers" to the chart under devices
 - Dan notes that in BC, if you are going to use a beacon you have to register your vehicle with the ministry of transportation
 - Nick says he thinks this should be included in the document
 - Committee member notes that they are currently working on a project on an on-ramp to a highway
 - Nick says this project has to be focused on scenarios that are common to the industry to avoid risk of ballooning; asks whether this situation would be typical
 - General agreement that it is not a typical scenario
 - Nick suggests that we could do second document that looks at full lane blockages or work on highways
 - Committee member says it could just be a reference to review the manual for specific stipulations relating to highway work, for example
 - General agreement
 - Dan says we should also note that some municipalities have their own requirements/regulations

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- Nick says third step will be to identify provincial requirements for each category and to build separate charts for each province
 - Says it would be best to have project volunteers working to fill out the charts for each province, ideally by mid-June
 - Asks for volunteers: Dan volunteers
 - Nick to put out call for volunteers in meeting notes
- Fourth step is to develop “most stringent requirements” chart
- Fifth step is to complete booklet notes
 - Nick would like to discuss points for the booklet further at the scheduled June 15 committee meeting
- Chris asks why there is no push to lobby for federal control over these regulations to simplify everything
 - Dan says that the trucking industry has been pushing for that for years and hasn’t gotten anywhere because the provinces won’t allow it
 - Notes that B.C., Saskatchewan and Alberta in particular want different requirements than other jurisdictions
- 3. Identification of Potential Future Topics**
- Nick asks whether there are any additional issues that members would like to see this committee address over the next 12 months
 - Aimee asks whether NSC Standard 9 document will address journey management, or if this would be a separate issue to address
 - Says it could be an addendum to the NSC 9 document
 - General agreement
 - Aimee to send reference resource to Nick to use as a base
 - Says her company requires journey management form to be completed if driving more than 100 km or an hour away from office
 - Aimee asks whether we would consider a public awareness campaign to educate the public about what people from the industry are doing when they are working on the side of a road
 - Nick says this is not something that we had previously discussed at all
 - Dan says this is usually left to the customers to handle based on what they want
 - Some customers may not want to be clearly identified as the reason that traffic is slowed
 - Nick says we could do work on something relating to public awareness at some point, but would see this as a major project for this committee that we would want to start up in April or May in advance of busy season
 - Would likely be targeted for next year then as opposed to this year
 - Committee to return to this discussion on next call
- 4. Planning and Priorities for 2017**
- Nick says priority will be getting NSC 11 to the Steering Committee for review
 - Nick to prioritize working on NSC 9, while committee members looking to work on a project should volunteer for the Roadside Work project and prioritize the development of the appropriate charts
 - Nick to also prioritize review of journey management doc as this will likely be tied into NSC 9 document
- 5. Other Business**
- Dan notes that CARSP is moving towards mandating that all log books must be in e-format at some point in 2017/18

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- Says companies may want to start planning/budgeting for converting to e-logs
- Nick says this is something that may be worth including in the STAC Newsletter
 - Dan says he will get information from CARSP and let Nick know what should be communicated