



Nova Scotia Automobile Dealers Safety Association

P.O. Box 9410 Station A

Halifax, NS B3K 5S3

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NOVA SCOTIA AUTOMOBILE DEALERS SAFETY ASSOCIATION

2013 ANNUAL REPORT

JANUARY 1 - DECEMBER 31, 2013

"...we will only do something if we can do it safely"

PRESIDENT'S REPORT

2013 marked the fourth year of operation for the Nova Scotia Automobile Dealers Safety Association. Our Association serves the 118 new car franchised dealerships in Nova Scotia. It was organized to help its' members establish safer workplaces as a means to reduce the frequency and impact of workplace injuries. It has evolved to include representation of its members' interests to the Nova Scotia Department of Labour and Advanced Education (Occupational Health and Safety Division) regarding current safety issues and polices affecting Nova Scotia's new car dealerships.

As our Association is small, both in number of members and in budget, we rely upon part time staff, and our Board members serve in an entirely voluntary capacity.

We are beginning to see the results of our efforts. When the Association was established in 2009, our sector recorded 331 new registered claims. Last year there were 271. Three years ago, we had 1.87 injuries for every 100 workers. In 2012, there were 147. Last year, both the registered claims and injury rate were the lowest they've been in seven years. Accident rates in new car dealerships have been reduced by 21%, and claims' costs related to accidents have been reduced by 18%.

This year we have some good news - our industry lease rate has dropped 6% from \$2.24 per \$100.00 of payroll to \$2.11 per \$100.00 of payroll. Indeed, this is the first time the rate has dropped in our new car sector since 2005. Previously, the rate had increased annually since 2006. This year's base rate reduction of 6% for 2014 reflects the effort of a number of member dealership. In fact, 104 new car dealerships, 81% of our members have now undergone a Safety Association funded safety inspection or audit. This is the first step in getting prepared to reduce costs.

In 2013, our association completed an RFP process to identify a consultant for the purpose of developing a Certificate of Recognition Program. The Program known as the 'Safe Dealer Certification Program' will be tested in a pilot project in 2014.

Our Association participated in the 2013 consultation regarding the Nova Scotia administrative fines and penalties system under the jurisdiction of the Nova Scotia Department of Labour and Workforce Development (Occupational Health and Safety Branch). We also worked with the Department in relation to the 'asbestos in brake and clutch pads' issue.

Our Summer Meeting Series was well attended and featured a WCB presentation on "How to Manage Your WCB Claims".

I acknowledge with thanks the outstanding support provided by the staff of the Workers' Compensation Board. They make our tasks easier and our success possible.

In 2014, our focus will be on those of our members' whose WCB premiums are higher than our average industry rate. We will also pilot a Safe Dealer Certification Program, enabling dealerships to take safety to the next level.

I thank my fellow Directors for their support and efforts. I also acknowledge the work of our staff; Executive Vice President, John Sutherland and Administration Officer, Sandra Williams.

Respectfully submitted,

Duane Rath
President



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VISION AND MISSION

VISION:

Nova Scotia's Automobile Dealership employees - safe and secure from workplace injury.

MISSION:

The Nova Scotia Automobile Dealers Safety Association (NSADSA), in coordination and cooperation with the Nova Scotia Automobile Dealers Association, works to reduce the impact of workplace injuries for the new car retail industry in Nova Scotia, and the individuals employed by the industry.

MOTTO:

"...we will only do something if we can do it safely"



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Board of Directors:

- | | | |
|------------------------|---|--------------------------|
| - Duane Rath | - | President |
| - Jeffrey Best | - | First Vice President |
| - Les Barker | - | Second Vice President |
| - Doug Wilson | - | Secretary Treasurer |
| - Michael Velemirovich | - | Immediate Past President |
| - Patrick Forbes | - | Director |
| - Garrett Sears | - | Director |

Staff:

- | | | |
|-------------------|---|--------------------------|
| - John Sutherland | - | Executive Vice President |
| - Sandra Williams | - | Administration Officer |

In Progress or Completed as of December 2013:

Governance:

- Held the Association's third Annual General Meeting on April 5, 2013
- Held seven Board meetings
- Updated the Safety Association's Calendar of Events
- Reviewed the Association's By-Laws

Member Services:

- Introduced "Dealership Workplace Hazard Bulletins" to alert dealerships of areas of particular concern to the Occupational Health and Safety Board of the Nova Scotia Department of Labour and Workforce Development.
- With the assistance of the WCB, developed a presentation on the topic "How to Manage Your WCB Claims".
- Wrote to each member dealer who had not requested a safety inspection or safety audit. The Safety Association continued to fund these inspections and audits.
- Association staff identified and personally contacted the owners of the 36 dealerships whose premiums were above the industry average of \$2.24 for 2013. The purpose was to engage the employers to ensure an understanding of how their dealerships were doing in comparison to others.
- A review of automotive safety associations in Canada was undertaken to identify new car dealership specific procedures and best practices.
- A province wide meeting series (consisting of eight Regional Meetings) engaged members and updated them with respect to Safety Association services, and featured a WCB produced presentation on How to Manage Your WCB Claims.
- The NSADSA inspection program to test dealerships' compliance with Nova Scotia's Health and Safety Laws was continued and expanded resulting in 104 (81% of the membership) dealerships being inspected by December 31, 2013.
- The members' discount programs for First Aid and WHMIS was made available online.
- The Association's Introductory Safety Curriculum was made available online.
- The process to investigate and establish a Certificate of Recognition program was continued - an RFP was issued, and a consultant hired to develop the program.

Communications:

- A dealership survey to identify database changes was undertaken and the Association's database was updated accordingly.
- The Association's e-news bulletin continued to provide information concerning the Nova Scotia Department of Labour and Advanced Education Occupational Health and Safety Branch concerns regarding the potential of asbestos in brake and clutch pads, and the potential danger to service technicians.
- An opportunity for members to understand how to manage WCB claims was provided through the Summer Meeting Series.
- The Association's website content was reviewed and updated.

Stakeholder Relationships:

- Association staff met regularly with WCB staff to ensure the NSADSA was taking advantage of:
 - available business intelligence regarding new car dealerships
 - WCB resources available to the Safety Association
 - awareness regarding emerging WCB developments affecting new car dealerships.
- Association staff represented the NSADSA in WCB meetings organized to bring Nova Scotia's safety associations together to discuss matters of common concern
- Annual meetings with the Nova Scotia Department of Labour and Advanced Education (Occupational Health and Safety Division) were increased from annually to bi-annually, regarding current issues relating to new car dealerships

Finance/Operations:

- Monthly financial statements were produced, results reviewed and presented at each Board of Directors meeting
- A budget for 2014 was developed
- Took steps to ensure the Association's accounting standards were current. This involved transition to the new accounting standards for Not for Profit Organizations.