

MINUTES
HEALTH & SAFETY COMMITTEE MEETING
HELD IN THE NORTH HURON COUNCIL CHAMBERS
Thursday, June 29, 2017 at 10:00 a.m.

MEMBERS PRESENT: Richard Al, Pat Fraser, Kathy Adams, Jeff Howson, Sonya Gibson, Jared Weishar, Denise Lockie

MEMBERS ABSENT: Scott Schiestel, Scott Price, Larry Meyer, Pat Newson, Barb Black

Call to Order: Kathy Adams called the meeting to order at 10:00 a.m and appointed Richard Al as Chair for the June 29 2017 meeting.

Minutes of Previous Meeting:

JHSC07/17: MOVED: Jeff Howson **SECONDED:** Pat Fraser
That the Health & Safety Committee hereby adopts the Minutes of the Meeting held March 30, 2017 as printed and circulated. **DISPOSITION:** Motion Carried.

Deputations/Invited Guests:

None in attendance.

Business Arising from Previous Meeting (not otherwise on the agenda):

New Business:

1. a) Inspection Schedule:
 July – Ryan/Denise
 August – William/Larry
 September – Mandy/Barb

 b) Review of Inspections:
 • Veolia Inspection Forms
 • The Inspection reporting sheets were reviewed.

 c) First Aid Kits – Update

 Jared Weishar provided an update on the deployment of new First Aid kits to all North Huron facilities. It was noted that Stu Moffat will be picking up the kits to replace in all vehicles.

2. Occurrence Reports / Near Misses (reported to the JH&SC):
 - There was 1 report submitted involving staff;
 - 11 occurrences were reported involving the Public.

 Occurrence and Insurance Forms are to be placed in Township vehicles, circulated and posted on the Intranet.

3. Employee Trainings:
 i) 12 new employees have received orientation training.
 It was noted that some new Childminding staff and Daycare staff may require refresher trainings.

4. Revised Health and Safety Policy – Richard and Jared continue to work with the Public Services Health and Safety Association reviewing the current management systems. Committee Members were asked to continue reviewing the policy and provide feedback.

6. Promoting Health & Safety:

Denise reported attending a recent PRO Conference and noted that in comparison to many other municipalities in attendance, North Huron's Health and Safety program is advanced.

7. Video viewing

Richard showed some photos of the state of Health and Safety boards in various North Huron workplaces. Some boards were very clean and well laid out while others need improvement. Denise will ask the Facilities Department to install larger boards in some workplaces that require more space.

Correspondence:

- HRInsider April 10, 2017 – Workplace Violence: Surviving an Active Shooter
- HRInsider April 10, 2017 – Distracted Driving Awareness Month: Highway Work Zone Safety
- PSHSA April 2017 Newsletter
- SafetyNow May 5, 2017 – Tips for Eye Protection; Safety Talk Training
- PSHSA May 2017 Newsletter
- SafetyNow May 2017 Newsletter
- PSHSA May 8, 2017 – PSHSA Launches Workplace Violence in Healthcare Toolkit
- PSHSA May 2017 – What's New in Standards, Legislation & Guidelines
- Ontario What's New Ministry of Labour May 2017
- PSHSA June 2017 – Newsletter – Upcoming Training Sessions
- Bongarde Tip of the week – Temporary Stair Hazards
- Ontario What's New Ministry of Labour June 2017
- PSHSA June 2017 – Newsletter – What's New in Standards, Legislation & Guidelines

Other Business/Member Reports:

There were no Public Works Representatives in attendance. Committee Members would like the appointment of the Public Works Worker Representatives confirmed. If a Member is unable to attend a meeting, a replacement from their department should be appointed to attend in their absence.

Jared and Denise reported that they are meeting weekly to build the Risk Assessments for each position.

Next Meeting:

The next meeting is scheduled for Thursday, September 28, 2017 @ 10:00 a.m. in North Huron Council Chambers.

Adjournment:

JHSC08/17: MOVED: Pat Fraser

SECONDED: Kathy Adams

That there being no further business before the Health & Safety Committee, the meeting be hereby adjourned @ 10:36 a.m.

DISPOSITION: Motion Carried.

Committee Member Richard Al

Acting Secretary