MUNICIPALITY OF MORRIS-TURNBERRY

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Date- December 19, 2013  Time  9:00am  Place- Council room – 41342 Morris Road

Minutes

1. Call to order: The meeting was called to order by Nancy Michie at 9:00am with all members in attendance.

In attendance:
   Nancy Michie
   Kim Johnston
   Barry Shaw
   Gary Pipe
   Steve Fortier
   Donna Haugh

Others in attendance:
   No others were in attendance

2. Minutes of the last meeting
   The Minutes from October 10, 2013 were reviewed.

   Moved by: Gary Pipe    Seconded by: Barry Shaw

   Motion:
   “That the minutes of the October 10, 2013 Health and Safety Committee Meeting be adopted as circulated.”

   Disposition             Carried
3. Unfinished Business
   Gary Pipe said updating the MSDS’s is ongoing. Evacuation signs have been updated and replaced.

4. Regular Reports:
   Workplace Inspections from October and November, 2013, were reviewed.

   Morris Works Garage – MSDS are continually being checked and updated as needed. Evacuation sign at Door #2 is fastened to the door. Gary Pipe has a call into Bruce at Volvo to get the safety instructions on having the grader blade lifted. Gary Pipe will prepare a report on the safety instructions. The works garage is constantly being cleaned.

   Turnberry Works Garage – MSDS are continually being check and updated as needed. Evacuation Postings are revised and replaced.

   Municipal Office - MSDS are continually being updated. Cord to the Television needs to be fastened to the wall. The holes in the ceiling in the basement will be taken to Council at budget time.

   Municipal Landfill – MSDS are continually updated. Donna Haugh informed the committee the light is working. Gary Pipe will order a new eye wash for the station.

   Bluevale Hall – Same issues with Generator. Evacuation Signs are revised and replaced in the library. An additional first aid kit has been placed in the upstairs of the hall. Jason Breckenridge, on behalf of the Bluevale Hall Board joined the committee for the inspection at the hall. Jason Breckenridge agreed with the findings of the committee and has informed that the cover for the lighting has been ordered and a board member is looking into fixing the siding coming off of the building. The Bluevale Hall Board will be notified when the January health and safety inspection will take place.
The Workplace Inspection dates were scheduled with tentative dates for January and February.

5. New Business:
Nancy Michie gave the Committee a copy of the Benchmarking report and reviewed the scores. These scores will be presented at the Health and Safety update for all the employees following this meeting today.
Gary Pipe informed the Committee that Health and Safety communication was improving with the staff and they are signing sheets and records are kept confirming the staff that attended safety meetings.
In the new year, training for Steve Fortier, Donna Haugh and Stu Moffat will be looked at for Health and Safety Certification.

6. Old Business:
Barry Shaw asked if the departments would be reviewing the committee members for 2014. The Committee decided they would review the Office and the Roads departments, with nominations for a Committee member be submitted by January 31, 2014. Nancy Michie will add this information to the powerpoint presentation being presented to the Employees today.

7. Date of Next meeting – a tentative date for the next Health and Safety Meeting will be Wednesday March 19, 2013.

8. Adjournment –
The Health and Safety Meeting was adjourned at 9:40am.

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Nancy Michie, Chairperson