MUNICIPALITY OF MORRIS TURNBERRY

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Date- July 5, 2013  Time  8:00am  Place- Council room – 41342 Morris Road

Minutes

1. Call to order: The meeting was called to order by Nancy Michie at 8:10am 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

Nancy Michie welcomed new members, Steve Fortier, Chief Building Official and Donna Haugh, Landfill Department employee to the Health and Safety Committee.

2. Minutes of the last meeting
   The Minutes from March 20, 2013 were reviewed.

   Moved by: Gary Pipe       Seconded by: Barry Shaw

   Motion:
   “That the minutes of the March 20, 2013 Health and Safety Committee Meeting be adopted as circulated.”

   Disposition       Carried
3. Unfinished Business
   Nancy Michie reviewed the revisions of the Health and Safety Manual. The revisions were passed by Council with a bylaw at the July 2, 2013 Council Meeting. Schedule a Meeting with all employees for the September, 2013 Committee meeting. Have Bill Sisler make a presentation on MSD’s. Print off a Hazard Assessment Tool for all Committee Members. Look into having Health and Safety training for Donna Haugh and Steve Fortier.

4. Regular Reports:
   Workplace Inspections from March, April, May and June, 2013, were reviewed. Will be adding Turnberry Central School to the Workplace Inspection.

   Morris Works Garage – MSDS are continually being checked and updated as needed. Fire Extinguishers have now been inspected. Evacuation Postings are complete. Pop bottle upstairs of garage has been removed. Oil pan in Garage has been moved. Grate in garage needs to be fixed.

   Turnberry Works Garage – MSDS are continually being checked and updated as needed. Evacuation Postings are complete, with one exception by the sand shed, needs revised. Fire Extinguishers have been inspected.

   Municipal Office - MSDS are continually being updated. Evacuation Postings are complete.

   Municipal Landfill – MSDS are continually updated. The Fire Extinguishers have been inspected. The window was noted to make sure it is closed after each shift.
Bluevale Hall – Same issues with Generator. Evacuation Signs are complete with the exception of the sign in the library, which will be revised. The window in the library is broken, the Hall Board is aware of it. Keith Moffat informed Gary the glass is ordered and will be fixed when Keith gets back from holidays, middle of July. George Underwood called the Municipal office and stated he has bought a new floor mat for the front entrance of the Bluevale Community Hall. He would like the Health and Safety Committee to leave it alone. The Health and Safety Committee members will look at the mat at the next inspection in July, 2013 to make sure it conforms with health and safety standards.

Workplace Inspection dates and times were decided for July and August, 2013.

5. New Business:
   No new business to present.

6. Old Business:
   No old business to present

7. Date of Next meeting – a tentative date for the next Health and Safety Meeting will be Friday September 27, 2013, as a breakfast meeting at 8:00am in the Council Chambers with all employees and Bill Sisler to make a presentation on MSD’s. Health and Safety Committee members will have a committee meeting following the employee meeting on September 27, 2013.

8. Adjournment –
The Health and Safety Meeting was adjourned at 8:45am.”

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Nancy Michie, Chairperson