MUNICIPALITY OF MORRIS-TURNBERRY

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Date – June 22, 2016  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, except Public Works management.

In attendance:
    Nancy Michie
    Kim Johnston
    Kelly Tiffin
    Barry Shaw
    Donna Haugh
    Steve Fortier

Absent – Public Works Management

Others in attendance:
    No others were in attendance

2. Minutes of the last meeting:
    The Minutes from March 9, 2016 were reviewed.

3. Unfinished Business:
    Fire Extinguishers in the equipment are not being inspected on a regular basis. A reminder will be sent to James Marshall regarding the inspection of the Fire Extinguishers in ALL municipal equipment.
4. **Regular Reports:**

   Workplace Inspections from March, April and May, 2016 were reviewed

   Turnberry Works Garage – The MSDS are constantly being reviewed. The Workplace has now been cleaned up and the renovations are complete. The Fire Extinguishers in the Municipal Equipment need inspected. Housekeeping is ongoing.

   Morris Works Garage – The MSDS are constantly being reviewed and updated. The doors sometimes do not self latch, due to weather/temperature. The Fire Extinguishers in the Municipal Equipment need inspected. Housekeeping is ongoing.

   Municipal Office – MSDS are constantly being updated. The table in the council room that is in front of the automatic door opener has been rectified. A quote was received on switching the door opener to the other side of doors. Due to the quote, there was furniture moved and the automatic door opener is now clear. The Basement will be organized this summer. The movement of desks out of the hall way has been completed.

   Municipal Landfill – MSDS are constantly updated. The air conditioner has been placed.

   Bluevale Community Hall – The windows in the Hall are not functional and have signs posted on them. Fire Extinguishers were not inspected due to cards missing. They are now up to date.
July and August, 2016 Workplace Inspection dates were scheduled with tentative dates and times.

5. **New Business:**

Inspection reports will be emailed to Jeff Molenhuis and Kelly Church.

Kelly Tiffin has completed Part 1 and Part 2 of the Joint Health and Safety training and was presented with her certification certificate.

Nancy Michie read an email from the Ministry of Labour regarding the changes in the Health and safety committee between Morris Turnberry and North Huron. The Ministry states that each municipality will keep their terms of reference. The two municipalities can have voluntary joint meetings if they wish.

Jeff Molenhuis is working on putting together new policies. There will be a Shared Services health and safety subcommittee meeting held on Monday June 27, 2016.

Until there is an order from the Ministry of Labour, we will continue our separate Health and Safety Committee and program.

The public works representative was discussed. Morris-Turnberry’s policy states the Committee will consist of the ‘Director of Public Works’

The Summer Students will attend training in North Huron on June 28, 2016.

Richard Al will be looking after training for employees.

Bob Trick contacted Nancy Michie on April 26, 2016 and explained the dangers of ticks being carried on Raccoons. The ticks carry Lyme disease.

Anyone that is walking through long grass should be aware and have the proper footwear on.

All employees should be made aware of this. If an employee is bitten by a tick, they should go to the hospital and have it properly removed.
Training will be looked at for employees for the prevention of tick bites.

6. **Old Business:**
   No old business.

7. **Date of Next meeting** – The next meeting is tentatively booked for Wednesday September 14, 2016 at 9:00am

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

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Nancy Michie, Chairperson