MUNICIPALITY OF MORRIS-TURNBERRY

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Date – September 23, 2015 Time 9:00am Place- Council room – 41342 Morris Road

Minutes

1. Call to order: The meeting was called to order by Barry Shaw 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 June 24, 2015 were reviewed.

Moved by: Gary Pipe Seconded by: Steven Fortier

Motion:

“That the minutes of the June 24, 2015 Health and Safety Committee Meeting be adopted as circulated.”

Disposition Carried
3. Unfinished Business

Gary Pipe asked about the schedule and check list for the monthly inspections of the Fire extinguishers in the buildings and equipment. Kim Johnston stated she created the schedules and checklists and emailed them to James Marshall who said they will work for him to use.

The Health and Safety committee is requesting James Marshall to attend the Whole Committee inspections held in November, 2015.

4. Regular Reports:

Workplace Inspections from June, July and August, 2015, were reviewed. The Committee is pleased with how well all inspections are going.

Doors with problems latching are ongoing as well as the msds updates.

Bluevale Community Hall – The window in the basement (north side, west window) is broken and should be fixed immediately. Steve Fortier and Donna Haugh are scheduled to complete the inspection at the Bluevale hall and Steve Fortier will fix the window when they are there today.

The September and October, 2015 Workplace Inspection dates were scheduled with tentative dates and times.

The November Whole Committee was scheduled for Monday November 16, 2015, 8:00am to meet at the Municipal office.

5. New Business:

5.1 Report on Office Health and Safety Representative.

Nancy Michie made a report on the Office Health and Safety Representative.
Kelly Tiffin was voted on to the Committee to be the Office representative, and will join the committee November 16, 2015 for the whole committee inspection of the municipal buildings. Kelly Tiffin will attend her first health and safety committee meeting in December, 2015. Joint Health and Safety Certification Training will be looked at for Kelly Tiffin. Kim Johnston will be the secretary for the Joint Health and Safety committee.

6. Old Business:
   No old business.

7. Date of Next meeting – The next meeting is tentatively booked for Friday December 11, 2015. A time will be set closer to the date.

8. Adjournment –
The Health and Safety Meeting was adjourned at 9:25am.

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Barry Shaw, Chairperson