MUNICIPALITY OF MORRIS-TURNBERRY

JOINT HEALTH AND SAFETY COMMITTEE MEETING

Date – June 21, 2017  Time  8:30am  Place- Council room – 41342 Morris Road

Minutes

1. Call to order: The meeting was called to order by Nancy Michie at 8:31am with all members in attendance

2. In attendance:
   Nancy Michie
   Mike Alcock
   Steve Fortier
   Kim Johnston
   Kelly Tiffin
   Brian McArter
   Donna Haugh

Others in attendance:
   No others were in attendance

3. Minutes of the last meeting:
   The Minutes from March 15, 2017 were reviewed.

Motion 1 – 2017  Moved by: Steve Fortier  Seconded by: Brian McArter

“That the minutes of the March 15, 2017 Health and Safety Committee Meeting be adopted as circulated.”
Disposition  Carried
4. **Unfinished Business:**
Municipal Office Basement – There is a plan in place for de-cluttering the basement for the summer, 2017.
SDS binders have been updated and back in the various locations.
The fire extinguishers are continually inspected.

5. **Regular Reports:**
   Workplace Inspections from March, April and May, 2017 were reviewed

   Turnberry Works Garage – The MSDS are constantly being reviewed.
The upstairs floors have been swept.

   Morris Works Garage – The SDS are constantly being reviewed and updated. The hose has been put away from the floors.
   Mike Alcock will look into a Master Key plan and ordering new locks for the works garage.

   Municipal Office – SDS are constantly being updated.
The Basement will be organized in the Summer, 2017.
The rear door was not always self-latching; this is due to weather/temperature. New weather stripping will be placed on the door and the window in the Council Room.
The construction has been completed and the Health and Safety Bulletin board will be returned to the kitchen.

   Municipal Landfill – SDS are constantly updated.
The Threshold on the door has been fixed.

   Bluevale Community Hall - All inspection reports are sent to the Bluevale Community Committee after the monthly inspections.
The Back door will be inspected in June, 2017.
July and August, 2017 Workplace Inspection dates were scheduled with tentative dates and times.

6. **New Business:**

1. Brian McArter and Mike Alcock will be registered for Joint Health and Safety Certification.

2. Everyone that required First Aid and CPR Certification are now certified.

3. There is a CPR refresher course will be held on Thursday June 22, 2017 at 8:00am in the Council Chambers.

4. WHMIS annual training will be held on Wednesday June 28, 2017 at 8:00am in the Council Chambers.

5. Emergency Trailer – The Committee would like the Emergency Trailer to be inspected and maintained if needed. The public works will inspect the trailer and repair anything if needed.

6. **Old Business:**

1. Mike Alcock was nominated for Co-Chair

   Moved by: Steve Fortier    Seconded by: Kelly Tiffin

   “That Mike Alcock be appointed Co-Chair for the Joint Health and Safety Committee, and will co-chair the next meeting to be held on September 13, 2017.”

   Disposition  Carried

7. **Date of Next meeting** – The next meeting is tentatively booked for September 13 at 8:30am.
8. **Adjournment** –
The Health and Safety Meeting was adjourned at 9:10am.

________________________
Nancy Michie, Chairperson