



HALIFAX REGIONAL MUNICIPALITY
&
NOVA SCOTIA UNION OF PUBLIC EMPLOYEES - LOCAL 13

Minutes of a **JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE (JOHSC)** meeting held on April 13, 2017 - **9:00 am in Compass Rose Boardroom at Alderney Gate, Dartmouth, NS.** 10 members were in attendance. Identified with a (*) below.

COMMITTEE MEMBERS	WORK LOCATION (BU)	TEL	E-MAIL
<u>NSUPE:</u>			
*Shaun Anderson	3875 Mackintosh St (TPW)	490-3946	andersos@halifax.ca
*Steven Buckland	Duke Tower (FICT)	490-4513	bucklas@halifax.ca
*Leonard Bugbee (Chair)	Eric Spicer Building (TPW)	490-4866	bugbeel@halifax.ca
Gillian Martin-Greenough	Ferry Terminal (P & R)	490-4585	martingi@halifax.ca
Adam Noble	81 Ilsley Avenue (CAO)	490-1485	noblea@halifax.ca
Tamar Pryor – Brown	Mellor Avenue (CRS)	476-3386	pryort@halifax.ca
<u>MANAGEMENT:</u>			
*Cheryl Murphy	Alderney Gate (FICT)	490-7122	murphych@halifax.ca
*John Fawcett	Eric Spicer (TPW)	490-6824	fawcetj@halifax.ca
Shawn Marriott (Co-Chair)	947 Mitchell St. Hfx (P & R)	490-6265	marrios@halifax.ca
*Brenda Atkinson	Alderney Gate (FICT)	490-6514	atkinsb@halifax.ca
*Jeff Spares	Ferry Terminal (P&R)	490-6820	sparesj@halifax.ca
*Paula Amaral	Mellor Avenue (P&D)	490-1940	amaralp@halifax.ca
<u>ALTERNATES:</u>			
Mgmt- Joe Colley	Alderney Gate (FICT)	490-7357	colleyj@halifax.ca
*NSUPE- Cindy Stevens	Duke Tower (FICT)	476-2686	stevenc@halifax.ca
NSUPE- Claudine Fougere	Ferry Terminal (P & R)	490-5713	fougerec@halifax.ca
NSUPE- Rebecca Zolkower	Bayers Road (P&D)	490-5016	zolkowr@halifax.ca
NSUPE Peter Jollimore	Innovation Drive P & R	490-7498	jollimp@halifax.ca
<u>OTHER:</u>			
Nancy Elliot	NSUPE-Business Agent/Lawyer	422-6055	
*David Williams	Corporate Safety Specialist	877-8840	williadav@halifax.ca

Find a copy of current minutes by visiting..... www.halifax.ca. Then go to Inside HRM/Business Units/Corporate Safety/Committee minutes/NSUPE Local 13

IMPORTANT CONTACT INFORMATION:

HRM Corporate Safety ; corpsafety@halifax.ca	
NS Department of Labor; www.gov.ns.ca/lae/healthandsafety.ca	424-5400
JOH&S Local 13 Committee ; nsupe13johs@halifax.ca	

Agenda Items	Discussion/Decision	Action
1. Call to Order	Call to order at 9:10 am. Motion by Leonard Bugbee; seconded by Steve Buckland.	
2. Opening Remarks	Minute taker requested, John Fawcett volunteered.	
3. Approval of Minutes	Minutes were approved by Leonard Bugbee, seconded by Brenda Atkinson.	
4. Business Arising from Minutes	None	
5. Old Business	STEPS FOR LIFE – Work Safety Program Walk April 29 th – to support others injured or died in a workplace accident. Invites all to come – form a work group or come yourself and join the Corporate Safety team.	
6. New Business	<p>No Traffic control issues yet, but may increase when construction increases.</p> <p>Inspection at Duke Tower was completed for the first time in four years and there was only a few issues and they were mainly the responsibility of the property owner (Crombie)</p> <p>Corporate Safety will be inviting all the Joint Occupational Health and Safety Committee (JOHSC) members to a flag raising event at City Hall on May 8th.</p> <p>WHMIS is available online at Canadian Centre for Occupational Health and Safety (CCOHS). The course is \$10. http://www.ccohs.ca/products/courses/course_listing.html#W</p> <p>It was identified that we don't use a lot of chemicals in the office setting but we should still be aware of how they can affect others in the workplace.</p> <p>It is difficult to access the boardroom and it is recommended that a request to Corporate Security be made to allow all members and alternates to have access on their swipe cards</p> <p>Information on the Call2Recycle used battery box will be sent out or by contacting Novexco and a box can be sent to your workplace to collect batteries and then a second call and they will come and remove them at no charge.</p> <p>The committee recommends that funds be allocated in the budget for training of the members of the HRM & NSUPE 13 JOHSC. A letter will be sent to CAO with recommendation for next year's budget. It was noted that in past years the committee did have funds supplied by various directors of the business units. Cindy Stevens agreed to draft a letter to the CAO regarding setting a budget for education for committee members.</p> <p>So once this is done this letter should be forwarded to the committee for comments and then sent out to the CAO from the chair of the committee.</p>	<p>Cheryl</p> <p>Cheryl</p> <p>Cindy</p>

	New students will be arriving for summer jobs and it is important to make them aware of safety issues and also the Violence in the Workplace training.	
7. Review of Accident/Incident Reports	<p>1. Archives- Upper Body Strain - Employee hurt back lifting a box. Injury resulted from improper lifting or twisting.</p> <p>2. Thornhill Depot- Stumble down stairs - Employee stumbled down stairs and banged head on wall – Injury Inattention - employee talking on the phone while walking and paying too much attention to the phone conversation and not enough attention to walking.</p> <p>3. Ochterloney and Alderney Streets-crosswalk - Employee hit by car. Employee struck by a vehicle in the crosswalk. Employee was crossing the street legally. Employee was NOT at fault. Injury Employee unaware of hazards - the driver of the vehicle proceeded through the intersection illegally hitting the employee in the crosswalk the employee wasn't aware this was going to happen.</p> <p>4. 62 Jumper Lane (residence in Hammonds Plains) -Strain and sprain While on a site visit, walked in an icy area and fell on the ice. Injury Other-Ice covered surface - Failure to wear PPE-did not wear ice cleats that were available to employee.</p> <p>5. Alderney Gate Slip and Fall -Fell on Alderney Gate stairs - Injury-The stairs were icy because they froze after being cleared previously.</p>	
8. Next Meeting	Thursday, May 11th, 2017 at 9:00 a.m. in Compass Rose Meeting Room Alderney Gate, Dartmouth.	
9. Adjournment	Meeting adjourned at 10 am by Steve Buckland; seconded by Brenda Atkinson.	
10. Approval	These minutes were approved by Leonard Bugbee on April 19, 2017.	