



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

Minutes of a **JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE (JOHSC)** meeting held on February 9, 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	murphyh@halifax.ca
*JohnFawcett	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
<u>ALTERNATES:</u>			
Mgmt- Joe Colley	Alderney Gate (FICT)	490-7357	colleyj@halifax.ca
NSUPE- Cindy Stevens	Duke Tower (FICT)	490-1563	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
<u>OTHER:</u>			
Nancy Elliot	NSUPE-Business Agent/Lawyer	422-6055	
David Williams	Corporate Safety Specialist	877-8840	williadv@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 9:00 am. Motion by Leonard Bugbee; seconded by Gillian Martin Greenough.	
2. Opening Remarks	Minute taker requested, Brenda Atkinson volunteered.	
3. Approval of Minutes	Minutes were approved by John Fawcett, seconded by Cheryl Murphy.	
4. Business Arising from Minutes	The fence has been erected at the Eric Spicer building close to the intake valve so no more issues with refueling should occur.	
5. Old Business	Ventilation cleaning in the offices above the Dartmouth Ferry Terminal is done on a regular basis and cleaning staff will clean more often if there is an issue.	
6. New Business	<p>Modifications to the Rules of Procedure will be changed under the “Communication of Information” section to read.</p> <p>“Communications with the Employer shall be made with the Director of the appropriate Business Unit or his/her designated representative(s) and Corporate Safety.”</p> <p>JOH&SC recommendations to the Director of the appropriate Business Unit shall be made in writing and will require written responses. If the Director does not respond to a recommendation within 21 days, the Chair/Co-Chair shall promptly report this fact to the Department of Labour.”</p> <p>Leonard read a document called “The Role of the Joint Occupational Health and Safety Committee and it was agreed that it is relevant.</p> <p>Guest speaker – Cathy Lurette, Health and Wellness consultant, reviewed the new initiative for scent reduction. Cathy has committed to approach Corporate Communications regarding an announcement reminding employees to be scent conscious.</p>	
7. Review of Accident/Incident Reports	Slip and fall at the Eric Spicer building due to ice underneath the snow. No incident report submitted before the meeting. The employee was advised to go to their supervisor.	
8. Next Meeting	Thursday, March 9th, 2017 at 9:00 a.m. in Compass Rose Meeting Room Alderney Gate, Dartmouth.	
9. Adjournment	Meeting adjourned at 10 am by Tamar Pryor-Brown; seconded by Steven Buckland.	
10. Approval	These minutes were approved by Shawn Marriott on February 21 st , 2017.	