



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

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

<u>COMMITTEE MEMBERS</u>	<u>WORK LOCATION (BU)</u>	<u>TEL</u>	<u>E-MAIL</u>
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**NSUPE:**

*Shaun Anderson	3875 Mackintosh St (TPW)	490-3946	<a href="mailto:andersos@halifax.ca">andersos@halifax.ca</a>
*Steven Buckland	Duke Tower (FICT)	490-4513	<a href="mailto:bucklas@halifax.ca">bucklas@halifax.ca</a>
*Leonard Bugbee (Chair)	Eric Spicer Building (TPW)	490-4866	<a href="mailto:bugbeel@halifax.ca">bugbeel@halifax.ca</a>
Gillian Martin-Greenough	Ferry Terminal (P & R)	490-4585	<a href="mailto:martingi@halifax.ca">martingi@halifax.ca</a>
*Adam Noble	81 Ilsley Avenue (CAO)	490-1485	<a href="mailto:noblea@halifax.ca">noblea@halifax.ca</a>
*Tamar Pryor – Brown	Mellor Avenue (CRS)	476-3386	<a href="mailto:pryort@halifax.ca">pryort@halifax.ca</a>

**MANAGEMENT:**

*Cheryl Murphy	Alderney Gate (FICT)	490-7122	<a href="mailto:murphyh@halifax.ca">murphyh@halifax.ca</a>
John Fawcett	Eric Spicer (TPW)	490-6824	<a href="mailto:fawcetj@halifax.ca">fawcetj@halifax.ca</a>
*Shawn Marriott (Co-Chair)	947 Mitchell St. Hfx (P & R)	490-6265	<a href="mailto:marrios@halifax.ca">marrios@halifax.ca</a>
Brenda Atkinson	Alderney Gate (FICT)	490-6514	<a href="mailto:atkinsb@halifax.ca">atkinsb@halifax.ca</a>
*Jeff Spares	Ferry Terminal (P&R)	490-6820	<a href="mailto:sparesj@halifax.ca">sparesj@halifax.ca</a>

**ALTERNATES:**

Mgmt- Joe Colley	Alderney Gate (FICT)	490-7357	<a href="mailto:colleyj@halifax.ca">colleyj@halifax.ca</a>
NSUPE- Cindy Stevens	Duke Tower (FICT)	490-1563	<a href="mailto:stevenc@halifax.ca">stevenc@halifax.ca</a>
NSUPE- Claudine Fougere	Ferry Terminal (P & R)	490-5713	<a href="mailto:fougerec@halifax.ca">fougerec@halifax.ca</a>
*NSUPE- Rebecca Zolkower	Bayers Road (P&D)	490-5016	<a href="mailto:zolkowr@halifax.ca">zolkowr@halifax.ca</a>
*NSUPE Peter Jollimore	Innovation Drive P & R	490-7498	<a href="mailto:jollimp@halifax.ca">jollimp@halifax.ca</a>

**OTHER:**

Nancy Elliot	NSUPE-Business Agent/Lawyer	422-6055	
*David Williams	Corporate Safety Specialist	877-8840	<a href="mailto:williadv@halifax.ca">williadv@halifax.ca</a>

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**IMPORTANT CONTACT INFORMATION:**

HRM Corporate Safety ; <a href="mailto:corpsafety@halifax.ca">corpsafety@halifax.ca</a>	
NS Department of Labor; <a href="http://www.gov.ns.ca/lae/healthandsafety.ca">www.gov.ns.ca/lae/healthandsafety.ca</a>	424-5400
JOH&S Local 13 Committee ; <a href="mailto:nsupe13johs@halifax.ca">nsupe13johs@halifax.ca</a>	

Agenda Items	Discussion/Decision	Action
<b>1. Call to Order</b>	Call to order at 9:04 am. Motion by Leonard Bugbee; seconded by Cheryl Murphy .	
<b>2. Opening Remarks</b>	Minute taker requested, Steven Buckland volunteered.	
<b>3. Approval of Minutes</b>	Minutes were approved by Tamar , seconded by Jeff .	
<b>4. Business Arising from Minutes</b>	None	
<b>5. Old Business</b>	<p>MacIntosh Depot - Salt Brine Tank Leak – no further issues. Staff are being educated on proper procedures.</p> <p>New brighter LED lights are now installed to improve working conditions.</p>	
<b>6. New Business</b>	<p>STEPS FOR LIFE – Work Safety Program Walk April 29<sup>th</sup> – 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.</p> <p>Intranet Updates with current committee minutes – and new updates to JOHS contacts are in place.</p> <p>Workplace Inspection Standardized Form can be found on the intranet. Peter will send Shawn Anderson Site Inspection Form that they use.</p> <p>Workplace Self-Assessment Tool available on the Hub, as per Dave Williams. This assessment tool provides ergonomic guidelines for individualized work station development.</p> <p>Policy Booklet Review – change to page 4 to include new CAO’s signature – Jacques Dube’- revisions of 2016.</p> <p>Monthly standardized workplace inspections recommended.</p> <p>There is a call out for new Non Union members to join the committee.</p>	Peter
<b>7. Review of Accident/Incident Reports</b>	<p>1. Air quality concerns on 1<sup>st</sup> floor Alderney Gate because of construction. Staff member fainted as a result.</p> <p>2. Fall down Stairs at St. Mary’s Boat Club – investigated – weather was the issue.</p> <p>3. HRM – Bell Road Greenhouse – back strain moving a plant – lifting procedures being reviewed</p> <p>4. Alderney Gate staff member slipped on the front steps that were cleared then refroze afterwards.– contractor was called back and steps were blocked off until re-cleared.</p>	
<b>8. Next Meeting</b>	<b>Thursday, April 13<sup>th</sup>, 2017</b> at 9:00 a.m. in Compass Rose Meeting Room Alderney Gate, Dartmouth.	
<b>9. Adjournment</b>	Meeting adjourned at 10 am by Leonard Bugbee; seconded by Adam Noble.	
<b>10. Approval</b>	These minutes were approved by Leonard Bugbee and Shawn Marriott on March 10 <sup>th</sup> , 2017.	