



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

Minutes of a **JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE (JOHSC)** meeting held on May 11, 2017 - **9:00 am in Compass Rose Boardroom at Alderney Gate, Dartmouth, NS.** 12 members were in attendance. Identified with a (*) below.

<u>COMMITTEE MEMBERS</u>	<u>WORK LOCATION (BU)</u>	<u>TEL</u>	<u>E-MAIL</u>
<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>			
*Paula Amaral	Mellor Avenue (P&D)	490-1940	amaralp@halifax.ca
*Brenda Atkinson	Alderney Gate (FICT)	490-6514	atkinsb@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
*Cheryl Murphy	Alderney Gate (FICT)	490-7122	murphyh@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- Claudine Fougere	Ferry Terminal (P & R)	490-5713	fougerec@halifax.ca
NSUPE Peter Jollimore	Innovation Drive P & R	490-7498	jollimp@halifax.ca
NSUPE- Cindy Stevens	Duke Tower (FICT)	476-2686	stevenc@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	
*Victor Lopez	Mellor Avenue (CRS)		
*Miranda McLean	NSCC Student		
*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 9:03 am. Motion by Leonard Bugbee; seconded by Cheryl Murphy.	
2. Opening Remarks	Minute taker requested, Adam Noble volunteered.	
3. Approval of Minutes	Minutes were approved by Steven Buckland, seconded by Brenda Atkinson.	
4. Business Arising from Minutes	Access to the 2 nd Floor, Compass Rose doors was given but did not work. Cheryl will advise Security to have the issue taken care of.	<i>Cheryl</i>
5. Old Business	<p>Cindy Stevens has not yet drafted letter asking that the JOHSC be given a training budget for members but will soon send the letter to the Chair for approval.</p> <p>Cheryl Murphy sent around ordering information regarding Call2Recycle battery boxes to be ordered from Novexco after the last meeting.</p> <p>Discussion arose regarding the ongoing problems with procuring Arc Flash Personal Protective Equipment for all employees. Shaun Anderson explained that some employees have been given credit cards to purchase the equipment, whereas for others there is a hold-up based on complications with a procurement contract. A new purchasing consultant has been hired, however, which should expedite the acquisition of the necessary items.</p>	Cindy Stevens
6. New Business	<p>Drafts of new Safe Work Procedures for the maintenance of traffic/street lighting, electrical cabinet lockout/tagout, safe use of aerial lifts, and a hazard assessment plan for traffic work were submitted to the committee by Shaun Anderson for approval following their review by Corporate Safety. The traffic hazard assessment plan must be signed off by all outside contractors to ensure they are following best practices. The aerial lift regulations outline the new “bucket-to-bucket” rescue procedures in the event that a worker is injured while operating an aerial lift. The JOHSC unanimously signed off on the new procedures using the provided consultation feedback form.</p> <p>David Williams provided copies of the recently amended Bill 165 - Occupational Health and Safety Act and explained to JOHSC members how the changes further delineate what constitutes a “major injury,” the methods to be used for contacting Department of Labour and how the Act now goes into greater detail about the reporting responsibilities of the employer when a workplace injury takes place.</p>	
7. Review of Accident/Incident Reports	<p>The following workplace incidents/accidents were selected for review by the committee:</p> <ol style="list-style-type: none"> 1. City Hall – Near miss – On two occasions a person sat on a desk and heard a cracking noise. On inspection, the desk was crooked and was reported to the maintenance manager. 2. North Street – An employee’s car was rear-ended causing injury. The other driver was unaware of stopped traffic. 3. Highway 101 – While merging from Bedford highway, employee was driving too fast and hit slush and collided with a concrete barrier on the divided highway. Employee had been driving too 	

	<p>fast for road conditions.</p> <p>4. Ketch Harbour Road – HRM vehicle was parked when a contractor backed their truck up into the HRM vehicle. Lack of awareness on behalf of the contractor to blame.</p>	
8. Next Meeting	Thursday, June 8th, 2017 at 9:00 a.m. in Compass Rose Meeting Room Alderney Gate, Dartmouth.	
9. Adjournment	Meeting adjourned at 10:15 am by Gillian Martin-Greenough; seconded by Cheryl Murphy.	
10. Approval	These minutes were approved by Leonard Bugbee on May 12, 2017.	