

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

Minutes of a **JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE** (**JOHSC**) meeting held on December 14th, 2017 - 9:00 am in Compass Rose Boardroom at Alderney Gate, Dartmouth, NS. 13 members were in attendance. Identified with a (\*) below.

<b>COMMITTEE MEMBERS</b>	WORK LOCATION (BU)	TEL	E-MAIL
NSUPE:			
*Shaun Anderson	3875 Mackintosh St (TPW)	490-3946	andersos@halifax.ca
*Steven Buckland	Duke Tower (CCS)	490-4513	bucklas@halifax.ca
*Leonard Bugbee (Co-Chair)	Eric Spicer Building (TPW)	490-4866	bugbeel@halifax.ca
*Peter Jollimore	Innovation Drive (P & R)	490-7498	jollimp@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 (P & D)	476-3386	pryort@halifax.ca
MANAGEMENT:			
*Paula Amaral	Mellor Avenue (P & D)	490-1940	amaralp@halifax.ca
*Cheryl Murphy	Alderney Gate (FAM)	490-7122	murphych@halifax.ca
*John Fawcett	Eric Spicer (TPW)	490-6824	fawcetj@halifax.ca
*Erin Macdonald	Alderney Gate (FAM)	292-5795	macdoner@halifax.ca
Shawn Marriott (Chair)	947 Mitchell St. Hfx (P & R)	490-6265	marrios@halifax.ca
*Jeff Spares	Ferry Terminal (P & R)	490-6820	sparesj@halifax.ca
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ALTERNATES:	D 1 T (CC0)	476 2696	( Q1 1'C
NSUPE - Cindy Stevens	Duke Tower (CCS)	476-2686	stevenc@halifax.ca
NSUPE Brooke Neily	Citadel Community Ctr (P & R)	490-7278	neilyb@halifax.ca
NSUPE - Claudine Fougere	Alderney Gate (P & D)	490-6028	fougerec@halifax.ca
*NSUPE – Joe Kaiser	Duke Tower (ICT)	476-2362	kaiserj@halifax.ca
Management – Bruce Wilson	Alderney Gate (FAM)	476-8557	wilsonb@halifax.ca
Management – Scott Hill	Mellor Avenue (P & D)	490-3588	hills@halifax.ca
Management – Sherry Campbell	Alderney Gate (FAM)	490-6369	campbes@halifax.ca
Management – Jason Walker	Ferry Terminal (FAM)	292-4610	walkerj@halifax.ca
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OTHER: Nancy Elliot	NCLIDE Ducinass A cont/I avvice	422-6055	
*David Williams	NSUPE-Business Agent/Lawyer		williaday@halifa
"David Williams	Corporate Safety Specialist	877-8840	williadav@halifax.ca

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## IMPORTANT CONTACT INFORMATION:

HRM Corporate Safety; corpsafety@halifax.ca 49	00-1927
NS Department of Labor; www.gov.ns.ca/lae/healthandsafety.ca	424-5400
JOH&S Local 13 Committee; <a href="mailto:nsupe13johs@halifax.ca">nsupe13johs@halifax.ca</a>	

Agenda Items	Discussion/Decision	Action
1.Call to Order	Call to order at 9:00 am by Steven Buckland and seconded by Cheryl Murphy.	
2. Opening Remarks	Minute taker requested, John Fawcett volunteered.	
3. Approval of Minutes	Leonard Bugbee approved the minutes; seconded by Steve Buckland.	
4. Business Arising from Minutes	<ul> <li>AED- Update – Cheryl Murphy sent out pictures of all the locations of AED in Alderney. She will forward this email to the committee.</li> <li>Sackville Sports Centre has AED signage that may be useful to replicate for other locations</li> </ul>	Cheryl
5. Old Business	<ul> <li>Committee Training – If anyone is denied committee training by their supervisor/department then it can be provided through the CAO office. Helga Wolf-Billard is also available to reach out and aid with obtaining funding. See attached sheet for current certifications of committee members.</li> </ul>	
6. New Business	<ul> <li>Corporate procedure – Workplace Hazardous Materials Information System. The WHMIS Corporate Procedure was developed because of a new international standard, the Globally Harmonized System (GHS) and corresponding changes to federal WHMIS legislation. The new legislative system is called WHMIS 2015 and will be in place by December 1, 2018. There are new classification rules and hazard classes, new hazard pictograms, new supplier label requirements, new format for safety data sheets, greater standardization and improved worker safety. The information booklet dated Nov 27, 2017 was reviewed with David Williams. The course can be taken online at a cost of \$15. Leonard Bugbee will send out link with codes.</li> <li>Workplace inspections – Steven Buckland brought up the importance of inspecting the equipment that we use daily to prevent accidents. If there is an issue with the equipment, then bring it to the supervisors' attention or BMS.</li> <li>Workplace temperature – Peter Jollimore brought up the issue of temperature in the workplace and if there were any standards. David Williams is going to provide some temperature guidelines from</li> </ul>	Leonard Bugbee David Williams
7. Review of Accident/Inciden t Reports	Canadian OH&S.  - Stall wall pulled away from the wall – defective material  - Employee slipped on the floor surface - Trying to gain / save time  - Employee left a chainsaw sitting without the guard coving the chain - Failure to use machine guarding	
	- Officer chose not to use catch pole or ramp and was bit by a dog – work safe practices not followed and no PPE was used	
8. Next Meeting	<ul> <li>Thursday, January 11<sup>th</sup>, 2018 at 9:00 a.m. in Compass Rose Meeting Room, Alderney Gate, Dartmouth</li> </ul>	
9. Adjournment	- Motion to adjourn at 10:15 am by Cheryl Murphy; seconded by Steven Buckland	
10. Approval	- These minutes were approved by Leonard Bugbee on January 2, 2018.	