

HALIFAX

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

Minutes of the **JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE** meeting on December 8th 12th, 2020 - **9:06 am via Teams. 13** 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)	476-2879	andersos@halifax.ca
*Peter Jollimore (Chair)	1492 St. Margarets Bay Road	476-2717	jollimp@halifax.ca
*Adam Noble	81 Ilsley Avenue (CAO)	490-1485	noblea@halifax.ca
*Christine MacLean	Alderney Gate (FAM)	490-6342	macleach@halifax.ca
*Lacy Lalonde	Eric Spicer (TPW)	490-6849	lalondl@halifax.ca *
*Brad Whalen	7071 Bayers Road(P&D)	817-7362	whalenb@halifax.ca
Alonzo MacDonald	636 Sackville Dr (TPW)	476-2658	macdonalo@halifax.ca
<u>MANAGEMENT:</u>			
*Paula Amaral	Eric Spicer (TPW)	490-4231	amaralp@halifax.ca
*Erin MacDonald	Alderney Gate (FAM)	292-5795	macdoner@halifax.ca
*Shawn Marriott (Co-Chair)	947 Mitchell St. (P&R)	719-4032	marrios@halifax.ca
*Jeff Spares	Ferry Terminal (P&R)	490-6820	sparesj@halifax.ca
*Scott Hill	7 Mellor Ave (P&D)	490-3588	hills@halifax.ca
<u>NSUPE ALTERNATES:</u>			
Gillian Martin-Greenough	Ferry Terminal (P&R)	490-4585	martingi@halifax.ca
Joe Kaiser	Duke Tower (ICT)	476-2362	kaiserj@halifax.ca
Brooke Neily	Musquodoboit Har. (P&R)	889-4053	neilyb@halifax.ca
Mike Morgan	7071 Bayers Road (P&D)	476-9207	morganm@halifax.ca
*Steve Buckland	Duke Tower (Finance)	490-4513	bucklas@halifax.ca
<u>MGMT ALTERNATES</u>			
John Fawcett	Eric Spicer (TPW)	490-6824	fawceti@halifax.ca
Jason Walker	Ferry Terminal (FAM)	292-4610	walkerj@halifax.ca
Bruce Wilson	Alderney Gate (FAM)	476-8557	wilsonb@halifax.ca
Hilary Hayes	7 Mellor Avenue (P&D)	490-2550	hayesh@halifax.ca
<u>OTHER:</u>			
*David Williams	Corporate Safety Specialist	877-8840	williadav@halifax.ca

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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	9:06 am	
2. Opening Remarks	<p>NSUPE 13-member Lacy Lalonde volunteered to take minutes.</p> <p>Moment of silence for Ron Armstrong.</p>	
3. Approval of the minutes	Jeff Spares motioned to approve the November minutes, with Paula Amaral seconding.	
5. Business Arising from Minutes	None.	
6. Old Business	Mike King put last years' minutes on Corporate Safety and NSUPE website, and Melanie Gerrior continues to email them out to NSUPE members.	
7. New Business	<p>Rule of Procedure review</p> <p>http://intranet.halifax.ca/Corporate/CorporateSafety/Documents/RulesofProcedure-AmendedFebruary2017.pdf</p> <p>Question regarding when the distribution of minutes should occur. Peter offered to edit this to make it clearer.</p> <p>Minutes are being archived for 3 years. JOH&S Committee emails comply with this retention.</p> <p>Workplace inspections should be completed a minimum of 2x a year but currently many HRM locations are under construction or are being moved.</p> <p>Question regarding who is responsible for workplace inspections if location is rented.</p> <p>Employers are responsible for workplace inspections, but landlords are responsible for alarms, sprinklers and such.</p> <p>Does JOHS&C have the power to change this procedure? Would like to see JOH&S committee have a more direct-action approach to incidents.</p> <p>In the Rules and Procedures there is the option to ask questions to a director if there was a lack of communication related to an incident.</p> <p>In EHSM, Safety Officers make note of incidents to promote awareness of potential incidents. Is there something in the monthly incident summaries EHSM should include for JOH&S to review?</p> <p>Can we add job title to incident reports?</p>	

	There could be privacy concerns, but it is possible.	
8. Review of Accident/Incident Reports	<p>David Williams reviewed November's and December's incident reports.</p> <p>Question regarding the level of support Compliance Officers have.</p> <p>They used to carry radios but now they have cell phones with a panic or alert button.</p> <p>Question regarding having the manager of this department attend a meeting and present an overview of their safety procedures that are in place for their employees.</p>	
9. Next Meeting	Thursday, January 14th, 2021 via Microsoft Teams	
10. Adjournment	Meeting adjourned 9:59 am	
11. Approval	These minutes were approved by Shaun Anderson and Peter Jollimore January 13 th , 2021	