

SAFETY MINUTES

April 1, 2009

Approved by Committee May 6, 2009

PRESENT

Chairperson Charlene Brown, Kevin Bennett, Jim Haynes, Director Mark Phillips, Ian Cox, Tim Margeson, Lindsay Young, Laura Morrison, Jill Trinacty, Frank MacFarlane.

CALL TO ORDER AND ROLL CALL

Chairperson Charlene Brown called the meeting to order and reported that all members were present with the exception of Angie McWaid.

APPROVAL OF THE AGENDA

(a) April 1, 2009

It was moved by Frank MacFarlane and seconded by Ian Cox

that the agenda be approved

MOTION CARRIED

APPROVAL OF CHANGE IN COMMITTEE FORMAT

After some discussion by the group it was moved by Jim Haynes and seconded by Ian Cox

That the Safety Committee be changed to the Occupational Health, Safety, and Workplace Betterment committee, and that additions to the regular agendas be made to reflect this change

MOTION CARRIED

APPROVAL OF THE MINUTES

(a) March 4th, 2009

It was moved by Mark Phillips and seconded by Tim Margeson

that the Minutes of March 4th, 2009 be approved with no errors or omissions

MOTION CARRIED

REPORTS

(a) Accidents

None to report

(b) Toolbox Meetings

None to report

(c) Training

Chairperson Charlene Brown reported that Fall Protection training will be happening on May 14th 2009. As well, three are needed for the defensive driving course being offered. The Police Service will be doing their First Aid Recertification in May as well.

POLICY UPDATES

(a) New HR Policy

Director Phillips reported that there is a new HR policy in place ready to be reviewed by an internal committee. Once the committee has had input, the policy will be rolled out to staff, and eventually, adopted by council.

(b) CUPE Negotiations

Director Phillips reported that CUPE meetings have been taking place, with the next likely step being conciliation. PANS is also getting close to contract negotiations.

(c) Sun Safety Policy

Jill Trinacty reported that the Recreation department is developing a Sun Safety policy for summer / outside workers. The policy will be created with input from other departments and may also be adopted by such departments as Public Works.

**WELLNESS AND PHYSICAL
ACTIVITY**

(a) Lunch N Learns

It was reported that Lunch N Learn's continue to be well attended with a focus being placed recently on healthy living and physical activity. Input from staff has suggested that upcoming Lunch N Learn's will include outdoor activities such as tai-chi, walking, a DU site tour etc.

(b) Wellness Rebate Program

Jill Trinacty reported that she is drafting a wellness rebate program. The program would allow employees a rebate of up to \$150.00 per year to put toward programs and equipment that increase physical activity levels, or aid in smoking cessation.

ENVIRONMENTAL ISSUES

(a) Waste Collection

Mark Phillips reported that the newly installed waste management system has been working well in Town Hall, and that plans are to eventually move in the direction of personnel emptying their own blue boxes to improve efficiency of collection.

(b) Safety Conference

Tim Margeson reported that he recently attended a safety conference at which Lisa MacDonald, CAO for New Glasgow was a guest speaker. The Committee agrees that it might be worthwhile to invite Ms. MacDonald to speak to the committee / employees and will put this matter on the next agenda for discussion.

EQUIPMENT / TECHNOLOGY

(a) Conference Room

Mark Phillips reported that Video-Conferencing will be a capability in the conference room shortly. Equipment is ready to be installed.

MEETING ADJOURNED

Meeting adjourned at 9:48 am. Next meeting scheduled for Wednesday May 6th at 8:45am.

APPROVED