

OHSWB MINUTES

June 2, 2010

Approved by Committee July 7, 2010

PRESENT

Chairperson Mark Phillips, Vice Chair Frank Macfarlane, Kevin Bennett, Jim Haynes, Director Greg Kehoe, Nichole Lutz, Taylor Welch, Travis Hancock, Tim Margeson, Richard Boyd, Lindsay Young.

REGRETS

Cst. Mike Goss

CALL TO ORDER AND ROLL CALL

Chairperson Mark Phillips called the meeting to order and reported that all members were present with the exception of Cst. Goss who sent regrets.

APPROVAL OF THE AGENDA

It was moved by Frank MacFarlane and seconded by Kevin Bennett

That the agenda for June 2, 2010 be approved with the addition of the items, "Coffee Filters" and "Plexi-glass" under New Business.

MOTION CARRIED

APPROVAL OF THE MINUTES

(a) May 5th, 2010

It was moved by Greg Kehoe and seconded by Travis Hancock

That the Minutes of May 5th, 2010 be approved as circulated with no errors or omissions

MOTION CARRIED

BUSINESS ARISING

N/A

REPORTS

(a) Accidents

Kevin Bennett reported that he rear-ended a car on Main Street with a town Truck. No one was injured and there was less than \$1000.00 in damages.

(b) Toolbox Meetings

Richard Boyd reported he has a toolbox meeting

scheduled for this month.

(c) Training

1st aid training for summer staff has been scheduled for the 21st and 22nd of June. WHIMS will also take place this month and is scheduled for June 28th.

POLICY UPDATES

(a) New HR Policy

Chairperson Mark Phillips reported that the HR policy review committee continues to make progress and the next meeting is scheduled for June 9th, 2010.

WELLNESS AND PHYSICAL ACTIVITY

(a) Lunch N Learns

Lindsay Young reported that a bike tour of the Trail was held in May and was attended by 6 staff members. The Lunch N Learn for June is planned for 16th, Options include archery and geocaching.

(b) Wellness / Physical Activity

Nichole Lutz reported that the Police Department won the weight loss challenge, while Town Hall Staff won the Physical Activity Challenge. The Trophy will spend 6 months in each place. A new challenge will be planned to begin in September.

Nichole Lutz also reported that June is recreation Month. Activities are planned for each week and include Nordic Walking, a community bike ride, Seniors Fitness classes.

(c) Healthy Eating Policy

Mark Phillips suggested that as staff start to plan activities and events for summer they keep in mind a healthy eating policy. Director Phillips stated he feels staff should have access to healthy options during staff barbeques, lunch n learns, and other Town functions. The committee agreed.

ENVIRONMENTAL ISSUES

Director Phillips reported that work on the DU site continues. The trail is being built up, and he hopes to have the bridge installed by the end of the month.

Director Phillips also reported that the arena retrofit for the solar panels has been delayed. The cost of the retrofit to the roof needed for installation outweighed the possible benefits. NS Power is looking at other options, and the new anticipated installation completion date is September 1st 2010.

EQUIPMENT / TECHNOLOGY N/A

NEW BUSINESS

(a) Coffee Filters

Jim Haynes reported that the plain white coffee filters currently used in Town Hall contain bleach. He suggested the committee consider switching to all natural filters in the interest of health. The committee agreed.

It was moved by Greg Kehoe and seconded by Kevin Bennett

That the coffee filters used in Town Hall be switched to all natural

MOTION CARRIED

(b) Plexi-glass

Jim Haynes reported that he feels the railing along the “bridge” upstairs in Town Hall is unsafe for children who may attempt to climb it and fall. He suggested installing plexi-glass to hinder a child’s ability to climb the railing. Chairperson Phillips suggested some options may be considered. Glass check will be contacted to make suggestions for safe but appropriate solutions. It was also suggested that the placement of greenery or plants could serve the same purpose.

MEETING ADJOURNED

Meeting adjourned at 10:12am. Next Meeting July 7th, 2010.

APPROVED