

APPROVED BY COMMITTEE DECEMBER 3RD 2008

SAFETY MINUTES

November 5th , 2008

PRESENT

Charlene Brown, Frank MacFarlane, Kevin Bennett,
Greg Kehoe, Jim Haynes, Lindsay Young.

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, Tim Margeson and Richard
Boyd.

APPROVAL OF THE AGENDA

It was moved by Frank Macfarlane and seconded by
Kevin Bennett

that the agenda be approved

MOTION CARRIED

APPROVAL OF THE MINUTES

(a) September 3rd, 2008

It was moved by Mark Phillips and seconded by Frank
MacFarlane

**that the Minutes of September 3rd, 2008 be
approved as circulated.**

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES

No business arising.

NEW BUSINESS

(a) Continuity Planning

Mark Phillips reported to the committee about his recent
training in continuity planning for EMO. Topics
discussed in the training included managing an
emergency with reduced staff and resources, risk
assessment, and safety.

(b) Respectful Workplace Policy

Mark Phillips will obtain the Provincial Policy from
Service Nova Scotia for review at the next scheduled
meeting of the Safety Committee.

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(c) Health and Wellness

It was reported that Jill Trinacty, the new Active Living Coordinator will be taking over Health and Wellness. A new set of Health Assessments will be done. The committee discussed the possibility of having them done free of charge through Blue Cross. Jill will also be looking at new initiatives such as monetary credits for employees to put towards programs or activities that increase their overall physical activity, lunchtime activities and programs for seniors.

(c) Security Necklaces

The Committee recognized that there is a need for additional security necklaces in the building. The Police Department will be contacted so that at least one additional necklace may be obtained.

(d) Asbestos Testing

It was reported that testing for asbestos should be carried out in the lower levels of the building. Maritime Testing will be contacted.

ACCIDENTS

No accidents to report

TRAINING

First Aid Training will be taking place on the 14th and 20th of November for all staff.

NEXT MEETING

December 3rd 2008.

MEETING ADJOURNED

9:45 AM