

OSHWB MINUTES

Sept 2 , 2009

PRESENT

Director Mark Phillips, Kevin Bennett, Richard Boyd, Director Greg Kehoe, Ian Cox, Lindsay Young, Frank MacFarlane, Travis Hancock, Laura Morrison, Nichole Lutz, Angie McWaid, Tim Margeson.

CALL TO ORDER AND ROLL CALL

Chairperson Charlene Brown was absent so Director Mark Phillips called the meeting to order and reported that all members were present with the exception of Chairperson Charlene Brown who was on vacation.

APPROVAL OF THE AGENDA

Approval of the Agenda was not moved.

APPROVAL OF THE MINUTES

(a) June 3rd, 2009

Minutes were not circulated so approval of the minutes will be added to the next meetings agenda.

REPORTS

(a) Accidents

Angie McWaid reported that her police vehicle was struck by an animal which caused approximately \$1600.00 in damage to the vehicle. No injuries were reported.

The pool had an accident in early summer when a day camp participant fell into the pool hitting her head and rendering her unconscious. Pool staff were able to remove the girl from the water and attend to her until paramedics arrived on scene. The girl was taken to hospital and kept overnight. It has since been determined that the girl had a seizure resulting from a previously undiagnosed condition. She recovered fully from the accident and is in good health at the present time.

(b) Toolbox Meetings

Director Greg Kehoe reported that the Public Works department held two separate Toolbox Meetings recently discussing traffic flagging, upcoming training courses,

first aid station restocks and the possibility of acquiring a small crane to assist with lifting gear from trucks.

Facility Manager Kevin Bennett reported that a toolbox meeting for unionized arena employees was held in July. Topics discussed included scheduling, maintenance, and updates on capital projects occurring at the arena. At a separate session, the chief engineer provided a refresher course for employees on the workings of the arena plant.

(c) Training

CPR/First Aid and WHMIS training was completed by most summer staff. All received first aid and a number received WHMIS.

TCP and TWS training courses are being held in the Rec Centre beginning September 8th for Public Works employees.

Director Phillips reported that a chainsaw safety course is being planned for park maintenance staff.

Angie McWaid reported that a car seat safety certification course is coming up this fall. She will be receiving recertification as an inspector.

POLICY UPDATES

(a) New HR Policy

Director Phillips reported that the HR policy review committee continues to make progress and that the entire process should hopefully be complete by year end. A day-long session may be planned in the future to boost progress on the document.

(b) CUPE Negotiations

Director Phillips reported that a contract has been signed with CUPE.

WELLNESS AND PHYSICAL ACTIVITY

(a) Lunch N Learns

Lindsay Young reported that Lunch N Learns continue to be well attended. The next Lunch N Learn is scheduled for September 16. The topic has not yet been set.

(b) Wellness / Physical Activity

Director Phillips reported that the new Active Living Coordinator Nichole Lutz will be rolling out the

employee wellness rebate plan shortly. Work is being done to create a list of items and services eligible for rebate.

Nichole Lutz also reported that she is currently working on implementing a walking school bus program.

Public Works employees expressed interest in having a program created to help “get the blood” moving before shifts. Nichole will work on coming up with something that will work for their department.

ENVIRONMENTAL ISSUES

(a) Water Bottles

A water fountain will be installed in the lunch room in council chambers that uses Town Water. This will not replace water bottles, but offer another option to employees wishing to be more environmentally conscious.

The Town of Kentville will be partnering in a project with NS Power involving solar energy use at the arena. Kentville is one of two sites in the Province that have been selected for the pilot project. A solar system will be installed and used to heat all water used in the arena. The project is expected to commence this fall.

EQUIPMENT / TECHNOLOGY

(a) New Equipment

The Public Works Department is looking into purchasing a new truck and salt box.

Parks and Recreation has acquired a new z-trac mower for the park. A gator machine will be tendered for use at the park and for grooming The Trail.

NEW BUSINESS

(a) Ergonomic Assessments

Ergonomic assessments will be conducted on Town Hall workstations starting September 8, 2009. Assessments will be done and suggestions made for any improvements deemed necessary.

MEETING ADJOURNED

Meeting adjourned at 10:00 am.