



Village of New Minas
Occupational Health & Safety Committee
Thursday November 18, 2021 @ 2:00 PM
Room #124, LMCC

Members Present:

- Gerard Hamilton, Employer Representative
- Mark Jamieson, Employee Representative
- Rod Dawe, Employee Representative
- Shelly Palmer, Employer Representative
- Steve Vernie, Employee Representative

Members Absent:

- John Ansara, Employer Representative, Chair

Others Present:

- Ian Morrison, Recording Secretary

Call to Order:

Shelly Palmer, acting on behalf of the Chair, called the meeting to order at 2:02 pm, welcoming those in attendance. Ian Morrison was directed to act as Recording Secretary.

THAT Shelly Palmer be appointed pro tem Chair of the Occupational Health and Safety Committee for the duration of this meeting.

M/Steve Vernie

S/Rod Dawe

Motion Carried

Approval of the Agenda:

THAT the Agenda for the November 18 meeting of the Occupational Health & Safety Committee be approved, as presented.

M/Gerard Hamilton

S/Steve Vernie

Motion Carried

Approval of the Minutes:

THAT the Minutes from the October 21 meeting of the Occupational Health & Safety Committee be approved, as presented.

M/Mark Jamieson

S/Rod Dawe
Motion Carried

Business Arising from Minutes:

None

Reports:

Confined Space Entries:

No confined space entries occurred since the last meeting.

Hazard Assessments:

All Hazard Assessments have been completed and submitted. Remedies to possible hazards are included in the assessments.

Incidents:

No incidents to report since the last meeting.

Inspections:

LMCC Building Inspection

- No Building Inspection was conducted this period
- The AED unit, located in the LMCC, was inspected on November 2
- The batteries and pads, which were on back order, have arrived and the pads have been replaced; the existing battery is still working
- The fire extinguishers and lights were checked on November 2
- The generator was checked on November 2

Water & Sewer Digs:

- One Water Digs since the last meeting:
 - November 13 – Kimbro Court
- No Sewer Digs since last meeting

Miscellaneous

- Hypodermic needles were located in the washroom adjacent to the Splash Pad on November 4
- The needles were appropriately disposed of, washroom cleaned up, and location closed
- At present, only one washroom remains open in the Lockhart & Ryan Park
- The AED unit located in the Lockhart & Ryan Park does not require baby pads

THAT the reports for Confined Space Entries, Hazard Assessments, Incidents, Inspections, and Water & Sewer Digs be accepted as presented.

M/Gerard Hamilton

S/Steve Vernie

Motion Carried

New Business:

Committee Rotation

The Committee rotation process was presented and reviewed for the information of the Committee.

Next Meeting Date:

The next meeting is scheduled for Thursday December 16 @ 2:00 pm.

Adjournment:

Meeting adjourned at 2:11 pm.