



**Village of New Minas**  
Occupational Health & Safety Committee  
Thursday February 18, 2021 @ 2:00 PM  
Louis Millett Community Complex  
Room #117

**Members Present:**

- Mark Jamieson, Employee Representative, Chair
- Dan Redden, Employee Representative
- Gerard Hamilton, Employer Representative
- John Ansara, Employer Representative
- Rod Dawe, Employee Representative
- Shelly Palmer, Employer Representative

**Members Absent:**

- None

**Call to Order:**

Chair Mark Jamieson called the meeting to order at 2:02 pm, welcoming those in attendance. Ian Morrison was directed to act as Recording Secretary.

**Approval of the Agenda:**

THAT the Agenda for the February 18 meeting of the Occupational Health & Safety Committee be approved, with the addition of "Committee Appointments".

**M/Rod Dawe**

**S/Gerard Hamilton**

**Motion Carried**

**Approval of the Minutes:**

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

**M/Rod Dawe**

**S/John Ansara**

**Motion Carried**

**Business Arising from Minutes:**

None

**Committee Appointments:**

Dan Redden has been designated to replace Steve Vernie, who is on medical leave.

THAT Dan Redden replace Steve Vernie as an Employee Representative on the Joint Occupational Health & Safety Committee, until further notice; furthermore

THAT Dan Redden replace Steve Vernie on the subcommittee tasked with reviewing the Violence Prevention Plan, until further notice.

**M/Gerard Hamilton**

**S/Rod Dawe**

**Motion Carried**

**Reports:**

Confined Space Entries:

No space entries occurred since last meeting:

Hazard Assessments:

All Hazard Assessments have been completed and submitted.

Incidents:

Three incidents to report since last meeting:

- January 5: vehicle accident due to icy roads, no injuries, minor damage to tail light
- February 8: vehicle accident due to icy roads, no injuries, minor damage to side door
- February 9: slip and fall in gymnasium (LMCC)

Inspections:

The AED unit, located in the LMCC, was inspected on February 18. A kitchen inspection was conducted on February 18. An inspection of the fire extinguishers was also conducted on February 18. The AED unit, located in the Red Building (Lockhart-Ryan Park), was inspected on February 1.

Water & Sewer Digs:

No Sewer Digs since last meeting. One Water Dig since last meeting in which all safety protocols were observed:

- February 10 – Aalders Avenue

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

**M/Dan Redden**

**S/John Ansara**

**Motion Carried**

**New Business:**

Training Module

The subcommittee committed to presenting a draft Training Module for discussion at the next meeting of the Committee.

Violence Prevention Statement & Plan  
The subcommittee has not met yet.

**Next Meeting Date:**

The next meeting is scheduled for Thursday March 18 @ 2:00 pm in the Commission Room.

**Adjournment:**

Meeting adjourned at 2:17 pm.