



Village of New Minas
Occupational Health & Safety Committee
Thursday September 24, 2020 @ 2:00 PM
Louis Millett Community Complex
Room #117

Members Present:

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

Members Absent:

- Steve Vernie, Employee Representative

Call to Order:

Chair Mark Jamieson called the meeting to order at 2:10 pm, welcoming those in attendance. Ian Morrison was directed to act as Recording Secretary.

Approval of the Agenda:

THAT the Agenda for the September 24 meeting of the Occupational Health & Safety Committee be approved as presented.

M/Gerard Hamilton

S/John Ansara

Motion Carried

Approval of the Minutes:

THAT The Minutes from August 20 meeting of the Occupational Health & Safety Committee be approved as presented.

M/Gerard Hamilton

S/Shelly Palmer

Motion Carried

Business Arising from Minutes:

Confined Space Entries:

No entries to report since last meeting.

Hazard Assessments:

All Hazard Assessments have been completed and submitted. Staff are in compliance with the directive that a Hazard Assessment be conducted for every job site and a report forwarded to Gerard Hamilton for assessment.

Incidents:

Since the last meeting of the Committee, three Incident Reports were received:

- August 24 – Camp attendee sent home due to illness
- September 3 – head injury

Inspections:

A building inspection for the LMCC was conducted on September 21. 25 work orders were created as a result of the inspection, most of which were cleanliness items or matters requiring minor repair. The list of work orders was circulated for review by the Committee.

Water & Sewer Digs:

No water or sewer digs since last meeting, other than minor excavation and hand digging.

Miscellaneous:

- The AED in the LMCC was checked
- An AED was installed in the Parks Building in Lockhart-Ryan Park
- Safety courses have resumed following a hiatus due to COVID-19

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

M/John Ansara

S/Gerard Hamilton

Motion Carried

New Business:

Training Module

The subcommittee did not meet since the last meeting.

Next Meeting Date:

The next meeting is scheduled for Thursday October 22nd @ 2:00 pm in the Room #117.

Adjournment:

Meeting adjourned at 2:19 pm.