

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
Joint Health and Safety Committee Meeting
February 27, 2019 – 8:30 a.m.

1. **CALL TO ORDER AND ROLL CALL**

The Township of McNab/Braeside Joint Health and Safety Committee meeting was called to order at 8:30 a.m.

Present: Lindsey Lee, CAO/Clerk (Chair)
Christina Mulcahey, Cashier Receptionist
Kevin Murray, Public Works Supervisor
Scott Conroy, Recreation Programmer
Mandy Cannon, Executive Assistant (Recording Secretary)

Absent: Dave Hartwick, Fire Chief

2. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

No disclosures of pecuniary interest were declared at this time.

3. **ADOPTION OF AGENDA**

Moved by Kevin Murray, seconded by Mandy Cannon, **THAT** the agenda dated February 27, 2019, be adopted as submitted and circulated.

CARRIED.

4. **ADOPTION OF PREVIOUS MINUTES**

Moved by Kevin Murray, seconded by Christina Mulcahey, **THAT** the minutes of the November 28, 2018 Joint Health and Safety Committee meeting be adopted as submitted and circulated.

CARRIED.

5. **DELEGATIONS AND PRESENTATIONS**

Nil.

6. **MATTERS ARISING OUT OF THE DELEGATIONS HEARD**

Nil.

7. ITEMS OF BUSINESS

- Inspection Reports & Memos

The Committee reviewed the inspections that were completed in November 2018, December 2018, January 2019 & February 2019.

- Hearing Assessments

Ms. Lee advised that a quote has been received for hearing assessments and Noise Dosimetry tests to be completed. Ms. Lee will schedule these tests.

- Draft Progressive Discipline Policy

The Committee reviewed a draft Progressive Discipline Policy that was provided by Joel Rabideau, our WSIB representative. Mr. Rabideau has offered to attend at our office to speak to all staff about the importance of Health & Safety Policies that are in place. The Committee members will advise if they see any issue with the draft policy.

- Other Updates/Round Table

Emergency Action & Evacuation Plan

This matter is to be brought forward to the next Health & Safety Committee Meeting when Chief Hartiwck is present to discuss.

No smoking/Vaping Signs

Mr. Conroy suggested that “No Smoking/Vaping” signs be posted in the John A. Gillies Recreation Centre. Ms. Lee will get these signs and provide them to the Recreation Department to post.

8. NEXT MEETING

The next Joint Health and Safety Committee Meeting will be on May 29, 2019 at 8:30 a.m.

9. ADJOURNMENT

This Joint Health and Safety Committee meeting adjourned at 8:45 a.m.