

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE  
Joint Health and Safety Committee Meeting  
March 11, 2020 – 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  
Christina Mulcahey, Cashier Receptionist  
Kevin Murray, Public Works Supervisor  
Dave Hartwick, Fire Chief  
Karla Blemkie, Recreation Programmer  
Mandy Cannon, Executive Assistant (Chair & Recording Secretary)

Absent: Nil.

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 Dave Hartwick, seconded by Kevin Murray, **THAT** the agenda dated March 11, 2020, be adopted as submitted and circulated.

**CARRIED.**

4. **ADOPTION OF PREVIOUS MINUTES**

Moved by Lindsey Lee, seconded by Kevin Murray, **THAT** the minutes of the May 29, 2019 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

The Committee reviewed the inspections that were completed in November 2019.

- Inspections

The Committee discussed each member being responsible for inspecting their own departments on a monthly basis and providing an inspection report by the end of each month. Christina will inspect the Municipal Office. Mandy will send a template to the Committee Members to use to report the inspections. Quarterly inspections will be completed by Lindsey & Mandy.

- Glass Doors

The Committee discussed the issue of people walking into the glass doors at the entrance of the office building. A frosted strip has been put in place and appears to have resolved this issue. Christina will monitor the situation.

- Cleaning Supplies at the John A. Gillies Recreation Centre

Karla Blemkie will take inventory of the cleaning supplies at the John A. Gillies Recreation Centre and forward this list to Lindsey so that MSD Sheets can be obtained. Lindsey will also provide MSD Sheets to the Recreation Department for the Murray Yantha Community Centre.

- Sidewalks & Parking Lot at Municipal Office

It was noted that the parking lot and sidewalks at the new Township Office are not level and are potential tripping hazards. Kevin will obtain pylons to identify the dangerous areas.

- Summer Student Training

Karla and Kevin will coordinate safety training for the summer students once they are hired.

**8. NEXT MEETING**

The next Joint Health and Safety Committee Meeting will be on June 17, 2020 at 8:30 a.m.

**9. ADJOURNMENT**

This Joint Health and Safety Committee meeting adjourned at 8:54 a.m.