

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
Joint Health and Safety Committee Meeting
September 15, 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
Dallas Brydges, Equipment Operator/Truck Driver
Helen Siroski, Administrative Assistant/Committee of Adjustment Secretary
Mandy Cannon, Executive Assistant (Chair & 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 Christina Mulcahey, seconded by Helen Siroski, **THAT** the agenda dated September 15, 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 August 18, 2020 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

- Welcome New Member – Dallas Brydges

The Committee welcomed their new member, Dallas Brydges.

- Inspection Reports

The Committee reviewed the inspections that were completed in August 2020.

- COVID-19 Discussion

The Committee discussed when staff would be permitted back to work after experiencing COVID-19 symptoms, it was agreed that staff would have to receive a negative COVID test or be symptom free for 48 hours before returning to work. Mandy Cannon will send an email with the phone number to schedule a test and the link to access the testing schedule to all office staff. Kevin Murray will ensure his Public Works staff know where to obtain this information.

- Lunch Room Protocol During COVID-19

The Committee agreed that moving forward staff will be required to bring their own kitchenware from home as opposed to using the shared kitchenware provided, to prevent the potential spread of germs. There will also be a limit of one person permitted to eat in the lunchroom at one time. Alternative options are for staff to eat at their desks or in the Council Chambers, provided proper cleaning is completed afterwards. If more than one staff member is in the kitchen at one time preparing food, face coverings must be worn at all times. Mandy Cannon will prepare a memo to circulate to staff outlining these guidelines.

8. NEXT MEETING

The next Joint Health and Safety Committee Meeting will be on October 7th, 2020 at 8:30 a.m.

9. ADJOURNMENT

This Joint Health and Safety Committee meeting adjourned at 8:53 a.m.