

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE
Joint Health and Safety Committee Meeting
January 24, 2018 - 8:15 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 Parkes, CAO/Clerk
Kevin Murray, Public Works Supervisor
Dave Hartwick, Fire Chief
Karla Blemkie, Recreation Programmer
Christina Mulcahey, Cashier Receptionist
Mandy Cannon, Executive Assistant (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 Kevin Murray, seconded by Mandy Cannon, **THAT** the agenda dated January 24, 2018, be adopted as submitted and circulated.

CARRIED.

4. ADOPTION OF PREVIOUS MINUTES

Moved by Karla Blemkie, seconded by Christina Mulcahey, **THAT** the minutes of the December 20, 2017 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 Review

The Committee reviewed the inspection reports from the Fire Stations, which were completed by Kevin Murray, Karla Blemkie and Mandy Cannon. The concerns were discussed. The next inspection will be of the Braeside Roads Garage and the old Municipal Office in Braeside and be completed by Dave Hartwick prior to the next meeting.

- WHMIS 2015 Training – Update from Mr. Murray

Kevin Murray advised that he will do WHMIS 2015 Training for the office staff on February 13th at 9:00 a.m. Ms. Parkes will print the required documents and exam questionnaires.

- Emergency Response Plan – Update from Mr. Hartwick

Dave Hartwick advised that he was working on the Emergency Response Plan and will forward a draft to Ms. Parkes for her review and comment.

- Other Updates/Round Tables

Ms. Parkes reminded the Committee that all staff will be re-certified in Emergency First Aid & CPR and AED Defibrillators on February 21st, 2018.

8. NEXT MEETING

The next Joint Health and Safety Committee Meeting will be on February 28, 2018 at 8:15 a.m.

9. ADJOURNMENT

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