



## Joint Work Site Health and Safety Meeting Minutes

Tuesday September 13, 2022 @ the Grandstands

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**Call to Order:** The meeting was called to order by Jaqualene Morin at 8:55 a.m.

**Members Present:** Jaqualene Morin (Worker Co-Chair)

Amanda Ayers

Ryan Deschamps

Andrea Aguilar

Jeff Fallow

Laurel McCormack

Leanne Draper

**Guest Present:** Dan Mokolki (City Safety Advisor)

Tracy Curtis

**Members Absent:** Norm Hollis (Management Co-Chair)

Shailesh Modak

Greg Friesen

Phil Beaudoin

**Agenda Additions:**

- Workplace Harassment and Discrimination Reporting Procedure

- Workplace Violence Reporting Procedure

- Chemscape SDS upload

**Old Business:**

- Walkthrough of the Lagoons- Notable concerns were sent to management

- Review of Monthly Workplace Inspections

- Review of the Monthly Fire Wardens Inspections

- July's incidents

- Optional Committee training available

- Proposed changes to the Fire Wardens Inspection form – Committee approved the changes and the new form will be sent in for GM approval

**New Business:**

- Walkthrough of the Grandstands – Notable concerns will be sent to management
- Review of August Workplace Inspections – no concerns
- Review of August Fire Wardens Inspections – 3 Departments are still not sending the inspections into the right people. This will be addressed by the committee member from each location

- Review of August Incidents
- Committee training update- an email will be sent out with who is missing their training

**Training and Events:**

- None

**Round Table Discussion:**

- Due to the late submission of the Workplace Harassment and Discrimination Prevention Procedure and the Workplace Violence Prevention Procedure, members were given until September 16 to review the content and provide any feedback.
- Chemscape has uploaded all the SDS's for the City and City-wide training will begin shortly. Department specific binders are still being created.
- There was a discussion about the influx of homeless people in the City and their displacement once the cold weather hits. There were some concerns as to how workers will handle situations when the homeless enter City buildings and become belligerent. There was a discussion about each workers ability to deal with threats and the different comfort levels during a heightened situation. Safety will look at updating the Summoning Assistance procedure to add some specific people to contact.
- Discussion about the safety of workers and the public at the fill station.
- There was a meeting last week with IT to address the issue of the RCMP clerks not having access to the City's Intranet. They are still working on a new plan for this group.

**Next Meeting:** 11 October 2022 @ Building 14, meeting at the South Fire Hall

**Adjournment:** Meeting was adjourned at 9:18 a.m.



Reviewed and approved by Dan Mokolki, Safety Advisor

15-Sept-2022

Date



Reviewed by Kevin Nagoya, CAO

Sept 16, 2022

Date