



Joint Work Site Health and Safety Committee

Tuesday July 18, 2023 @ the Public Works Shop

Call to Order: The meeting was called to order by Norm Hollis at 8:34 a.m.

Members Present: Norm Hollis (Management Co-Chair)

Phil Beaudoin
Andrea Aguilar
Jeff Fallows
Cindy Wasyluk
Jennifer Anderson
Samantha Bodnar
Laurel McCormack

Guest Present: None

Members Absent: Rebecca McDonald (Worker Co-Chair)

Leanne Draper

Agenda Additions:

- Welcome new members, Cindy Wasyluk for Recreation and Samantha Bodnar for Municipal Enforcement and ACCC

Old Business:

- Walkthrough of the Marina– Notable concerns were sent to management
- Review of May’s Worksite Inspection
- Review of May’s Fire Wardens Inspections
- Review of May’s Incident Report
- Review of Committee Projects
- New JHA’s Forms

New Business:

- Utility Dig- **Postponed until July 19** – Notable concerns will be sent to management
- Review of June’s Worksite Inspections
- Review of June’s Fire Warden Inspections
- Review of June’s Incident Report

Training and Events:

- Health and Safety week occurring with 3 courses being offered through out the week.

Round Table Discussion:

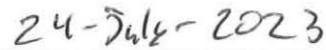
- Ladder inspection program will be facilitated by the committee to ensure all departments are participating
- It was noted that the Priority column of the Worksite Inspections is not being used correctly
- There was a conversation about the expectations of the Fire Wardens
- A question was asked about who is responsible for fixing the emergency lighting at location. The contractor who conducts all the yearly fire inspections will fix these issues. Do locations have to wait a year to get their lightly fixed? This question has been brought up to management
- Safety week games started this week, BBQ on Thursday, volunteers needed to help set up and cook
- Last week 6 workers completed the Air Brakes course
- Q2 report questions will be tabled until the next meeting

Next Meeting: August 8, 2023 @ Imperial Park

Adjournment: Meeting was adjourned at 8:48 a.m.



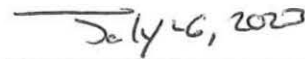
Reviewed and approved by Dan Mokelki, Safety Advisor



Date



Reviewed by Kevin Nagoya, CAO



Date