

**COUNTY OF ST. PAUL NO. 19**  
**JOINT HEALTH AND SAFETY COMMITTEE MEETING**  
**October 14, 2011**

**Present:** Ken Warholik, Steve Upham, Dennis Bergheim, Stewart Bintz, Steven Jeffery, Sheila Kitz, Bryan Bespalko, Leo Demoissac, Linda Meger, Claude Dubrule

**Absent:** Lawrence Theroux, D.D. Skawronski-Munro, Danny Weinmeier, Ron Dechaine

**1. CALL MEETING TO ORDER**

The 16<sup>th</sup> Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Steven Jeffery, Co-Chairperson for the Employee Group at 3:07p.m., Friday, October 14, 2011 at the Administration Office.

**2. ADDITIONS AND ACCEPTANCE OF THE AGENDA**

Bryan Bespalko requested that one addition be made to the agenda under New Business 5 (b) Food handler's Course. Dennis Bergheim moved to adopt the agenda with the addition. All in favour.

**3. MINUTES**

Moved by Sheila Kitz and seconded by Steve Upham that the minutes of the September 1, 2011 meeting be approved with the correction under Item 4 Round Table Discussion by Sheila Kitz to change the wording of the last sentence in the first paragraph from "The County will now be signing 18 month contracts due to constant hardware issues" to The new contracts will allow for a change out of cell phones every 18 months. All in favour.

**BUSINESS ARISING**

**FIRE EXTINGUISHER TRAINING**

The fire extinguisher training course was held at the administration office on September 20, 2011 with 15 staff attending. The demonstration was held in the parking lot with live burns for staff to practice on. Terry Senecal, Fire Chief was there to supervise.

**HAZARD ASSESSMENT FORMS**

When construction season is over, Bryan and Steven will be discussing changes that are required.

## TRANSPORTATION SAFETY AUDIT

Bryan advised that we now have our P.I.C. status.

## RADAR SPEED BOARDS

Bryan reported that the radar speed boards had been installed in Lafond for 1 ½ weeks and were also reinstalled in St. Vincent. They have also been in Mallaig and Ashmont.

The data captured will be reported to the Safety Committee first before it is released to anyone else.

## DUMPING SITE AT MALLAIG AND ASHMONT

The dumping site will be completed this fall in Mallaig.

## MUSTER POINT SIGN

The sign will be relocated on the fence next week.

## CHAIN SAW COURSE

Bryan will be conducting these courses in the spring of 2012.

## DEFIBRILLATORS

Bryan reported that he has not received a response to set any dates. The courses will run between 1 to 2 hours.

## SAFETY GATE

Ken Warholik reported that the gate is now operational and he can monitor the gate from his computer. The system will also generate detailed reports. The gate is set to open in the morning at 6:00 a.m. and close at 5:00 p.m. When a stat holiday occurs, the system must be reset so the gates do not open.

## CELL PHONE UPDATE

Sheila advised the group that we will be going through AAMD & C for our new cell phone contracts at a reduced rate. They will be sending me the agreements next week. Once all agreements are in place an e-mail will be sent to staff. Telus will also be notified so they have enough stock on hand when staff go to change out their black berry's.

A discussion regarding the blue tooth devices and some of the issues staff are currently having took place. The head set and the ear piece devices are working well for some staff. The equipment that have a lot of cab noise continue to use their two way radio's.

#### **4. ROUND TABLE DISCUSSIONS**

##### **INCIDENT REPORTS**

##### **BRYAN BESPALKO**

Bryan reported that there were two incidents.

**1<sup>st</sup> incident** One of the Cat's dipped over while stripping trees along a ditch. The grade was steeper than the employee expected and the Cat became over centered and tipped onto its left side. The rollover was at a slow speed and there was no injury or damage. The employee has 35 years of experience on this type of equipment and he did not see the slope grade change. It was determined that the incident was preventable and perhaps when doing the task, it should be done up and down the ditch rather than vertically along the ditch. Staff should have some ditching practices on steep slopes prior to commencement. Prior to starting any work a hazard assessment should be conducted which could be walking the ditch especially when there is snow on the ground where obstructions such as rocks can be hidden from sight.

**2<sup>nd</sup> incident** - This incident occurred in personal injury to an employee. The employee was on the deck of the trailer with a Buggy loaded on it. When he went to open the door of the buggy there was no stable footing and he slipped and fell to the ground. When the motor scrapper is loaded on the low boy it overhang's over the gooseneck and leaves no room and makes it hard to open the door. The incident was preventable. When moving the motor scrapers a 6' ladder should be on site.

##### **KEN WARHOLIK**

Ken advised the group that oiling was almost done and some traffic and signage issues are still occurring.

##### **DENNIS BERGHEIM**

No issues to report.

##### **STEVE UPHAM**

No issues to report

## **STEVEN JEFFERY**

Construction had no safety issues or concerns. When working north of Blue Quills they encountered lots of traffic. The speed boards could be used at some of the construction sites. When they were working with the scrappers and buggies there was dust issues in some of the yards and had issues of some residents videotaping during construction. The crew tried to accommodate the residents that had dust issues by reducing their speed. They had another high pressure gas line crossing and they had a CNRL representative on site and everything went smooth.

## **LINDA MEGER**

No issues to report.

## **SHEILA KITZ**

No issues to report. Sheila advised the group that the County will be celebrating their 50<sup>th</sup> anniversary in 2012.

## **CLAUDE DUBRULE**

No issues to report.

## **LEO DEMOISSAC**

Leo advised the group that they had some major washouts near St. Edouard and a 1/8 mile of slide on the moose hills road. This portion of the moose hills road has moved 2 feet over the past 4 years and signs have been posted. He also felt that the speed boards should be placed at that location so motorists slow down.

## **STEWART BINTZ**

Stewart asked if there was going to be a towing policy in place as the winter season is approaching. It was decided that a best practice procedure would be brought to Council for their support. When towing vehicles it should be done safely and no chains should be used only tows straps.

## **NEW BUSINESS**

S.I.P. Course

Since staff must handle alcohol when they are part of the entertainment committee, Bryan felt that some staff should have this course. More information will be brought forward at the next meeting.

**NEW BUSINESS (cont)**

FOOD HANDLER'S COURSE

This course is also for staff which must handle food at some of the events planned by the County. More information will be brought forward at the next meeting

**6. DATE OF NEXT MEETING**

The next meeting is scheduled for Thursday November 3, 2011

**7. ADJOURNMENT**

Steven adjourned the meeting at 4:10 p.m.