

**TOWN OF MINTO**

DATE: February 20th, 2018
REPORT TO: Mayor and Council
FROM: Todd Cowan, JHSC Co-Chair
Greg Mallett, JHSC Co-Chair
SUBJECT: Joint Health and Safety Committee Annual Update

STRATEGIC PLAN:

Ensure all staff work toward achieving the goals and objectives found in the strategic plan in a safe manner that will not endanger themselves or others.

BACKGROUND:

The Town has a multi-site Joint Health and Safety Committee in place as per Occupational Health and Safety Act (OHSA). The main tasks of the committee are to establish an annual work plan, meet bi-monthly and conduct semi-annual inspections. The committee also reviews programs and policies regarding health and safety and provides assistance and advice to workers and supervisors when requested.

COMMENTS:

All staff employed by the Town complete Health & Safety Refresher training and a test annually. This test covers our Health and Safety Policy Statement, Work Refusal Process, Workplace Violence and Harassment Policy and WHMIS. New staff must complete more comprehensive training program upon hire.

Recreation Services Manager Lubbers provided an overview of how the defib at the Harriston Train Station works to members of the Harriston 55+ Club in April.

Spring inspections took place on April 27th and fall inspections took place in late October.

FINANCIAL CONSIDERATIONS:

The proposed JHSC budget for 2018 is \$5,000.

RECOMMENDATION:

That Council of the Town of Minto receives the February 20th, 2018 report from the JHSC Co-Chair entitled Joint Health and Safety Committee Annual Update for information.

Greg Mallett, JHSC Co-Chair