

MIKE MOORE & SONS CONSTRUCTION LTD.



Minutes of Safety Program Meeting

Date: December 22, 2006

Attendance:

Sid Benwell, Nancy Brogno, Frank Bruni, Don Coventry, Ken Coventry, Randy Deschamps, Terry Gardiner, Jamie Holmes, Bob Hyde, Scott MacKinnon, Blair McLeod, Dwayne Phillips, Nick Moore, Mike Moore, Fern Moore, Wayne Seibt, Jason Shuttleworth, Ken Stitt, Dave Watson, Tom Kulmala, Pauline Brason

Meeting chaired by Ken James

1. Reviewed previous minutes from November 24, 2006 meeting. No concerns at this time.
2. Items from previous meetings:
 - a) Status of meeting with man lift trainer, Dwayne & Ken C. (We have scheduled a meeting for January 09 / 07 at 1:00 P.M.)
 - b) The very last request for input from Supervisors on who we should delegate to drive the one-ton, went unanswered, so senior management will pick them, and we will have to work around the selected drivers for work assignments, etc. (3 or 4 drivers) (CVOR requirements)
3. a) No accidents to report.
 - b) Two incident reports from another company were reviewed (only for awareness on pulled muscles). No incidents from our company or sites.
 - c) Tips: (4 tips were reviewed)
 1. A corrections tip was issued to a sub contractor who did not back his vehicle into a parking space as was communicated to all staff and sub contractors for safety reasons on a very busy site.
 2. An instructional tip was issued to a sub contractor for not being 100% tied off on a roof.
 3. An instructional tip was issued to an office worker of a manufacturing company we were doing renovations for. Walked into a posted construction site, no hard hat, glasses, etc.
 4. A corrections tip was issued to a sub contractor who was up in a scissor lift, harness leg straps and lanyard was not done up. No daily inspection completed on the lift.

d) Review of WSIB/OGCA safety group (Veterans Group Program, Self Evaluations Results)

The Self Evaluation Results, which included our documentation, interviews with a percentage of our staff, etc., was discussed and shared with those present. Our score as submitted to the Construction Safety Association is 95.5%. Excellent score and all employees should be very proud to have scored so high.

e) Review of MOL inspections: One MOL inspection has occurred, in November. (St. Basils Project) No orders.

4. CSAO Labour Management Health & Safety Meeting minutes review/report:

No report. In lieu of the December meeting the committee held the Mock Trail & Young Worker Awareness at White Pines Collegiate. All staff were offered tickets.

5. Employee Safety Committee reports, minutes, initiatives:

A new Employee Safety Committee was voted in at our all employee November 24, 2006 meeting. The Committee's first meeting is scheduled for January 9, 2007, and Dwayne will facilitate it to set the goals, expectations, structure, and to assist them in getting it going. Thank you Dwayne for all your work and efforts to move our safety program and performance even higher.

6. Project Reports.

All staff had nothing new to report, everything going well.

A few of the required PM safety inspections were completed and documented.

7. New Business:

A request was once again put forward for suggested company Safety Goals for 2007. This is a great opportunity to put your ideas, targets, goals and objectives for safety in.

Review of our company's injury record: Year to date 2006 man-hours worked 66,525.5,

Lost time injuries to date – 0 Medical Aid injuries to date – 0

Total man-hours worked since 1999 to date: 291,729

We have received an application for another Safety Award which any firm having the required criteria may apply for, and we will be submitting our application.

"Again, I welcome any suggestions that you may have to improve our safety program".

8. Open discussion

An open discussion took place and we then reviewed:

The Safety and Alert: Hand Held Grinders received and forwarded by Mike was discussed and an order issued to use it as a Safety Talk. Everyone was reminded in light of this alert to make sure only our Equipment Asset Manager purchases these types of replacement material to ensure they are of the correct make, size and RPM for our tools.

Dwayne communicated the issue of who is responsible and assigning a supervisor, or making sure to leave someone in charge when the project Superintendent will be absent from the job site.

NEXT MEETING January 26, 2007 at 11:00 A.M.