

MIKE MOORE & SONS CONSTRUCTION LTD.



Minutes of Safety Program Meeting

Date: January 26, 2007

Attendance:

Sid Benwell, Nancy Brogno, Frank Bruni, Don Coventry, Ken Coventry, Randy Deschamps, Terry Gardiner, Shauna Gauvreau, Jamie Holmes, Scott MacKinnon, Jake McFarling, Blair McLeod, Dwayne Phillips, Nick Moore, Mike Moore, Fern Moore, Wayne Seibt, Jason Shuttleworth, Ken Stitt, Dave Watson, Tom Kulmala, John Speers

Meeting chaired by Ken James

1. Reviewed previous minutes from December 22, 2006 meeting. No concerns at this time.
2. Items from previous meetings:
 - a) A meeting was held with our man lift trainer, on January 09, 2007 with Dwayne & Ken C. on the need, costs and structure of refresher training for our staff. It was discussed, agreed to and scheduled by the three individuals. (Item Closed)
3. a) No accidents to report.
 - b) Two incident reports were reviewed.

One involved one of our employees cutting duct work, pulled the tool out and set it on the ground, at which time the disc shattered. Make sure the disc is stopped before placing on the ground, and thoroughly inspect the disc prior to starting work, and periodically after starting work.

One by a sub contractor, cutting an opening in plywood using a saw saw. The blade jammed & his hand slipped between the guard and the blade cutting his baby finger. Superficial wound and required no stitches. The doctor used polysporin and a bandage.

- c) Tips: (8 tips were reviewed)
 1. Six tips were issued for not signing in or out as per our emergency plan, five were instructional and one was issued as a correction.
 2. Two had been issued for moving a scissor lift that was fully retracted to a new location., and not being belted in. As per the OHS section 148 (e) Shall not be moved unless all workers on it are protected against falling by a safety belt attached to the platform. O. Reg. 213/91, s 148.

d) Review of WSIB/OGCA safety group activities. None to date to review for 2007, we will keep you updated.

e) Review of MOL inspections: Three MOL inspections have occurred, in January. (St. Basils Project, Royal Bank Project and the Black Loon Project) No orders. **Great work guys.**

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

- i) The MOL injury stats to date were reviewed. (27 fatalities to December 31, 2006 in the province)
- ii) Section 153 – Rescue Baskets – Some discussions have taken place between the MOL and the Provincial Program Committee (CSAO) on whereby it may be necessary to rescue a worker from an upper floor, by using a basket or stretcher device suspended from the main hoist line of an overhead crane. The MOL will be looking at this section, as it is not a workplace in this instance. More to come later on this subject.
- iii) Two articles from the CSAO Construction Safety Magazine are of interest and long over due in my opinion, they are Accreditation (coming soon from WSIB for employers if they can demonstrate that their company operates a successful health and safety program) and Gold Seal Certification, which will soon begin certifying personnel under the designation “Construction Safety Coordinator” early in 2007.

5. Employee Safety Committee reports, minutes, initiatives:

This new committee held its first meeting on January 9, 2007 and has selected their chairpersons and secretary. They have discussed, reviewed and produced minutes of the various items. Their next meeting is scheduled for February 21st. Please read their posted minutes at the various job sites and on the main bulletin board.

6. Project Reports.

All staff had nothing new to report, everything going well.
The required PM safety inspections were completed and documented.

7. New Business:

(a) Review of our company's injury record: Year to date 2007 man-hours worked 4,016.50,
Lost time injuries to date – 0 Medical Aid injuries to date – 0
Total man-hours worked since 1999 to date: 296,998

(b) A power point review on an alert which was forwarded to us, to do with smoking and waterless hand cleaners was shown.

The alert showed the burnt hands of an injured worker who washed his hands with a waterless cleaner that contained alcohol. He immediately went outside for a cigarette break. It was windy so he held his hand up to block the wind as he was lighting the cigarette his hand burst into flames as he had not fully rubbed in the sanitizer.

(c) A slide show presentation of a local company's internal accident involving a crushed one ton truck was shown to all.

(d) Mike shared various thoughts and comments, and he thanked everyone for their commitment to safety.

“Again, we welcome any suggestions that you may have to improve our communications and our safety program”.

8. Open discussion

An open discussion took place and we then reviewed:

Two of our programs, the tips and the sign in & sign out requirements were reviewed and discussed. The issue of some staff and sub contractors not faithfully signing in & out was talked about, it was stated that one of us on each project should be checking at the end of each day to ensure this happens and if not calling the offenders and / or their firms.

When we get up and running on the White Pines High School project, everyone must follow the schools policy as well and check in to their school office.

A question was raised, as follows, is there a Safety Section in Edge Builder that has a window you cannot close until all the required fields and information is entered? Frank Bruni will check with Edge Builder and report back.

NEXT MEETING February 23, 2007 at 3:00 P.M.