

## **Joint Occupational Health & Safety Committee**

**Thursday, December 15, 2022**

**1:30 p.m.**

### **A G E N D A**

1. CALL TO ORDER
2. APPROVAL OF MINUTES – October 27, 2022
3. CHANGES/APPROVAL OF AGENDA
4. OLD BUSINESS
  - 4.1.1 Accident Reports
  - 4.1.2 Tool Box Meetings
  - 4.1.3 Training
5. NEW BUSINESS
  - 5.1.1 Safety Suggestions
  - 5.1.2 Cold and Flu Season Precautions
  - 5.1.3 Safety Presentation – Region of Queens  
Playground Inspections
6. OTHER
7. NEXT MEETING – Thursday, January 26, 2023
8. ADJOURNMENT

**REGION OF QUEENS MUNICIPALITY  
JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE  
Thursday October 27, 2022  
1:30 P.M.**

**Council Chambers**

**PRESENT:** Scott LeBlanc, Chair, Public Works  
Adam Grant, Vice-Chair, Public Works  
Audrey Wamboldt, HillsvieW Acres  
Robin McKinnon, HillsvieW Acres  
Scott Orme, Parks & Grounds  
Kelley-Anne Hurley, Bylaw  
Mallory Plummer, Finance  
Steven Parnell, Capital Works  
Meaghan Roberts, QPEC  
Kevin Weagle, Public Works  
Frank Oickle, Landfill/MRF  
Steven Kennedy, Capital Works  
Connor O'Brien, Public Works  
Angela Green, Administration

**REGRETS:** Garrett Chetwynd, Public Works  
David Kelley, QPEC

**1.0 CALL TO ORDER**

Scott LeBlanc called the meeting to order at 1:30 p.m.

**2.0 APPROVAL OF MINUTES – September 29, 2022**

It was moved by Mallory Plummer and seconded by Robin McKinnon that the Minutes of the Joint Occupational Health and Safety Committee meeting held on September 29, 2022 be approved.

MOTION CARRIED unanimously.

### **3.0 CHANGES / APPROVAL OF AGENDA**

It was moved by Kelley-Anne Hurley and seconded by Meaghan Roberts that the Agenda be approved.

MOTION CARRIED unanimously.

### **4.0 OLD BUSINESS**

#### **4.1 Accident Reports**

There was one accident to report:

Adam Grant reported that Public Works had an accident with the Ford F450 Dump Truck on October 4, 2022. After emptying a load of the back of the truck behind the Fire Hall and as it was being lowered, the ram cylinder broke free of its restraint/connection to the frame of the truck. This caused the top of the ram to come forward, crushing the back roof of the cab and smashing out the back window. At the time, an employee was sitting in the driver's seat operating the switch for the box. He was not injured and even had his hard hat on inside the truck, but was quite shaken up. There was no pre-trip inspection book found in the truck. A Tool Box talk was held with ALL employees regarding equipment use and requirements to complete daily "Pre-trip Inspections". Employees were also reminded that the respective maximum loads for all vehicles should be respected.

#### **4.2 Tool Box Meetings**

The list of toolbox meeting topics for the month of October showed that most departments held toolbox meetings with a great representation of topics. Scott will prepare a spreadsheet showing toolbox topics over the past couple of years. This will give departments ideas for different topics to use in the future.

#### **4.3 Training**

**Chainsaw Safety Course** – The course was held on Friday October 21, 2022 at the shop and in a wooded area, with approximately 10 employees from Works and Scott Orme's grounds crew attending. The course was very well received by the attendees who found the instructor was very informative. Scott Orme reported that there was a lot of good information, and that two of the employees were able

to learn quite a bit as they had not used chainsaws before however were able to fell a sizable tree during the course. This certification is for 3 years, and Scott L. will look at doing it again then, and keep records of the training.

**Emergency First Aid** – November 17, 2022 - A 1 day course is scheduled in Council Chambers for 15 employees from various Region of Queens departments. Scott has approached some employees, however there are still spots available if there are any departments who need to add someone.

TDG - There are two Transportation of Dangerous Goods certificates expiring in December, Alex Comeau from QPEC and Dwayne Hurshman from Water. Scott will arrange recertification in the New Year.

Hillsview - Audrey reported that Hillsview Acres has almost completed catching up the training that had to be postponed, with the exception of a handful of Food Handlers and Medication.

## **5.0 NEW BUSINESS**

### **5.1 Safety Suggestions**

There were no safety suggestions to report.

### **5.2 Region of Queens Playground Inspections**

In late June of this year, Scott LeBlanc took a two-day course and is now a certified playground inspector. He is now in the process of doing comprehensive playground inspections of the playgrounds and equipment at the five RQM parks. The inspections are based on the CSA – 2 164:20 standard and are quite comprehensive. Three of the playground inspections have been completed with two inspections left. Scott reported that he would be completing the other two tomorrow, Friday October 28, 2022. He plans to have a presentation for the next meeting to show the different requirements and standards that are necessary for safe playgrounds.

Meaghan asked if there were any issues to date. Scott confirmed that while some minor issues had been identified, Scott Orme is in the process of correcting them already as they are easily corrected, and that nothing major has been found. Scott will be conducting the inspections on a yearly basis, in addition to Grounds inspecting them on a weekly and monthly basis. Forms are being developed for these inspections. Scott will be giving a presentation at the next meeting outlining these inspections.

### **5.3 Safety Inspections at Region of Queens Workplaces**

Scott and Adam sat down last week to discuss Safety Inspections of RQM workplaces and worksites. Starting in the next couple of weeks, Scott will be visiting various RQM job sites and workplaces to ensure that there is compliance to and understanding of guidelines and safe work practices including PPE. These visits will be covering every RQM workplace and could be anywhere. Scott will be trying to do two to three visits a week at different locations. There will be a form developed for him to report on a monthly basis on his findings. This also includes unscheduled and emergency job sites such as water leaks. These visits will help ensure that we are complying with all provincially and federally mandated safety guidelines.

Scott Orme asked if the issues or concerns identified would be addressed at the time on the jobsite or workplace, or would they be dealt with later. Scott LeBlanc explained that it would be addressed by Directors and supervisors. Adam emphasized that it was not so much issuing a citation for an offence as much as education, for example wearing correct PPE, checking for hazards and similar.

### **5.4 Hillsview Acres Presentation – Self-Care for the Healthcare Worker**

Audrey made a presentation outlining Self-Care for the Healthcare Worker, which stressed the importance of health care workers taking care of their mental health, and gave a variety of best practices for positive supports in the workplace and beyond. The presentation outlined the risks and hazards inherent in working in a health care setting, which have been magnified post COVID.

She provided a self-assessment tool for employees to gauge their need for self-care and suggest ways that individuals can optimize their mental health.

**6.0 OTHER**

Connor O'Brien, the new RQM Asset Management Coordinator, introduced himself, highlighting his background in forestry and safety.

**7.0 NEXT MEETING**

The next meeting is on Thursday, November 24, 2022 at 1:30 p.m. in the Council Chamber.

**8.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 1:56 p.m.

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Scott LeBlanc, Chair

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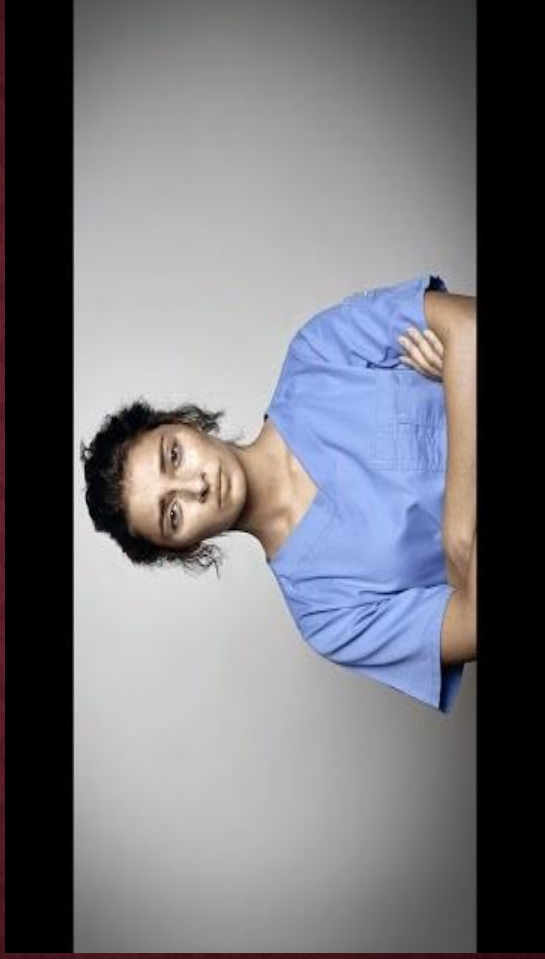
Angela Green, Committee Secretary

Date Approved: \_\_\_\_\_

# **SELF CARE**

**For the Healthcare Worker**

**WHO SAVES THE HEALTHCARE WORKER?**



# HEALTHCARE & MENTAL HEALTH

- Chronic stress and burnout amongst healthcare workers has been prevalent for years in long term care (LTC) and acute care settings. Emerging research shows that frontline workers in LTC experience high levels of depression, anxiety, grief and post-traumatic stress. These conditions contribute to rising disability claims, absenteeism, presenteeism, high staff turnover and ongoing recruitment challenges. The COVID-19 pandemic has only magnified these issues, highlighted the need for change and exposed the lack of support for workers in this sector.
- Top three reasons why health care workers may intend to leave their job or change their job are: job stress or burnout, concerns about their mental health or well-being and lack of job satisfaction.

# WHAT IS STRESS?

- “Stress is a *reaction* to a situation – it isn’t about the actual situation. We usually feel stressed when we think that the demands of the situation are greater than our resources to deal with that situation.”
- Workplace stress then is the harmful physical and emotional responses that can happen when there is a conflict between job demands on the employee and the amount of control an employee has over meeting these demands. In general, the combination of high demands in a job and a low amount of control over the situation can lead to stress.
- Stress in the workplace can have many origins or come from one single event. It can impact on both employees and employers alike. It is generally believed that some stress is okay (sometimes referred to as “challenge” or “positive stress”) but when stress occurs in amounts that you cannot handle, both mental and physical changes may occur.

From: “[Stress](#)”, Canadian Mental Health Association, 2018

# WHY ARE HEALTHCARE WORKERS MORE LIKELY TO EXPERIENCE MENTAL HEALTH ISSUES?

- Working conditions have always been challenging for healthcare workers, even before the pandemic. Work in healthcare often involves:
  - Intensely stressful and emotional situations
  - Exposure to human suffering and death
  - Unique pressures from patient, family, and employer relationships
  - Working conditions with ongoing hazardous exposure risks
  - Demanding physical work and risk of injuries
  - Long and often unpredictable scheduled hours of work
  - Unstable and unpredictable work lives and financial strain
  - COVID 19 pandemic
  - Healthcare workers placing well-being of others before self
  - STIGMA

# WORKPLACE MENTAL HEALTH VIDEO



## WORKPLACE MENTAL HEALTH

Advancing Psychological Health  
and Safety for Health-Care  
Workers



# WORKPLACE & MENTAL HEALTH AWARENESS

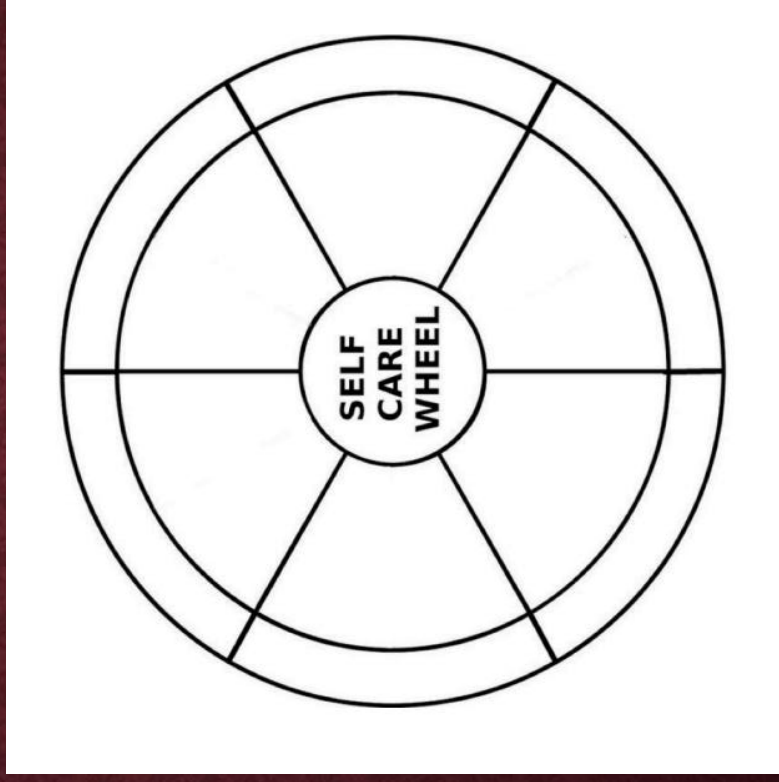
- More and more workplaces are turning to self-care programs and mental wellness programs for their employees.
- All levels of government are expressing and supporting the need for mental health initiatives.
- Within Nova Scotia, AWARE-NS (Occupational Health Association for Healthcare workers in the province) has established an educational session directed at supporting employees and employers within LTC and Acute Care settings with this initiative. They are currently offering community sessions and on-site visits.

# WHY SELF CARE?

- Self-care is anything you do to take care of yourself so you can stay physically, mentally, and emotionally well. Its benefits are better physical, mental, and emotional health and well-being. Research suggests self-care promotes positive health outcomes, such as fostering resilience, living longer, and becoming better equipped to manage stress.
- Preventing moral distress and promoting psychological self-care are essential for workers in long-term care homes.
- Self-care strategies can help you regain a sense of control during times of stress. This allows you to function better at home and at work.

# SELF CARE WHEEL

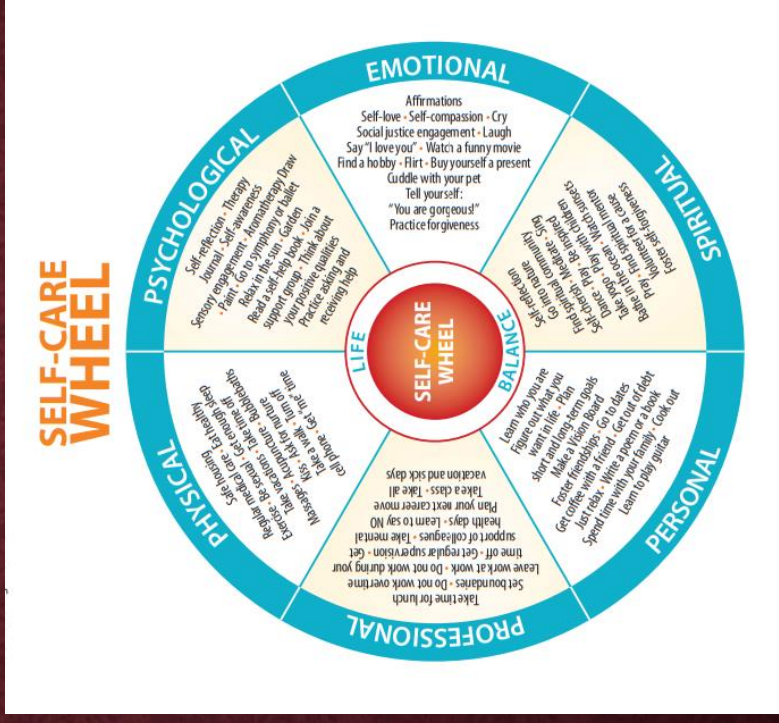
List the 6 aspects of life  
that require self care:



# SELF CARE WHEEL

The external wheel are the aspects of life requiring self care.

The internal circle are ways that individuals can practice self care, according to each aspect.



# SELF CARE ASSESSMENT

- Taken from: <https://www.therapistaid.com/therapy-worksheet/self-care-assessment>
- This worksheet offers the individual to reflect on their self-care activities and how well or how regularly they perform the various activities.
- The activities are merely suggestive; more or less activities may be necessary to offer the individual a list more supportive to their life.

# HOW TO SUPPORT SELF CARE

- Set limits
- Maintain a routine
- Monitor your health
- Take care of your physical health
- Practice stress-reduction techniques
- Use healthy coping strategies
- Pay attention to your moods
- Set boundaries
- Reach out
- Look for opportunities to help others

# WHERE TO SEEK SELF CARE

- **Workplace resources:** Employee & Family Assistance Program; Organization peer support team; Occupational health nurse; Extended health benefit provider
- **Community resources:** access support groups in community, online or phone, Mental Health First Aid
- **Self-care resources:** access support tools online
- **AWARE-NS:** resources and education sessions for Healthcare Workers in NS
- **Supporting your co-workers:** offer a listening ear, encouragement and check in with each other regularly.

# ARE YOU OKAY?

- [https://www.youtube.com/watch?v=ocxxF\\_Z5my0](https://www.youtube.com/watch?v=ocxxF_Z5my0)
- School submission for WORKSAFEBBC contest

## TOOLBOX MEETINGS – November 2022

Department	Date of Tool Box	Topics
<b>Engineering – Public/Capital Works</b>		
<b>Finance/Corporate Services/Bylaw Enforcement</b>	November 17, 2022	Black Ice in Parking Areas and when driving
<b>Hillsview Acres</b>		
<b>Landfill MRF</b>	November 15, 2022 November 15, 2022	Handling Compostable Organics Handling Compostable Organics Review
<b>Planning</b>	November 15, 2022	Mindfulness
<b>QPEC - Admin</b>	November 2, 2022	Fire Drill
<b>QPEC - Operations</b>	November 2, 2022	Working Alone, Fire Safety/Drill
<b>QPEC – Fitness Centre</b>	October 29, 2022	Reporting Workplace Health & Safety Incidents
<b>Recreation &amp; Comm. Facilities/ Economic Development</b>	November 1, 2022	End of Daylight Savings Time Can Be Deadly
<b>VIC</b>	Closed for Season	
<b>Parks/Grounds – seasonal staff</b>	November 16, 2022	Safe Fueling of Vehicles & General Duties and Responsibilities of Groundskeeper
<b>Pools – Milton &amp; North Queens</b>	Closed for Season	

## TOOLBOX MEETINGS – December 2022

Department	Date of Tool Box	Topics
<b>Engineering – Public/Capital Works</b>		
<b>Finance/Corporate Services/Bylaw Enforcement</b>	December 9, 2022	Controlling Stress
<b>Hillsview Acres</b>	November 30, 2022	Hidden Hazards of Winter
	November 30, 2022	Slips, Trips, and Falls (Winter Prep)
<b>Landfill MRF</b>		
<b>Planning</b>		
<b>QPEC - Admin</b>	December 12, 2022	Holiday Safety Topics in the Workplace
<b>QPEC - Operations</b>		
<b>QPEC – Fitness Centre</b>	November 28, 2022	Two types of workplace stress
<b>Recreation &amp; Comm. Facilities/ Economic Development</b>	December 6, 2022	Winter Safety
<b>VIC</b>	Closed for Season	
<b>Parks/Grounds – seasonal staff</b>		
<b>Pools – Milton &amp; North Queens</b>	Closed for Season	