

**REGION OF QUEENS MUNICIPALITY
JOINT OCCUPATIONAL HEALTH AND SAFETY COMMITTEE
Thursday, January 26, 2023
1:30 P.M.**

Council Chambers

PRESENT: Scott LeBlanc, Chair, Public Works
Adam Grant, Vice-Chair, Public Works
Garrett Chetwynd, Public Works
Scott Orme, Parks & Grounds
Steven Parnell, Capital Works
Alex Comeau, QPEC
Meaghan Roberts, Recreation & Economic Development
Robin McKinnon, Hillsvie Acres
Any Teri, Hillsvie Acres
Steven Kennedy, Capital Works
Connor O'Brien, Public Works
Mallory Plummer, Finance
Angela Green, Administration

REGRETS: Kevin Weagle, Public Works
David Kelley, QPEC
Frank Oickle, Landfill/MRF
Audrey Wamboldt, Hillsvie Acres
Kelley-Anne Hurley, Planning & Development
Tim Clattenburg, Planning & Development

1.0 CALL TO ORDER

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

2.0 APPROVAL OF MINUTES – December 15, 2022

It was moved by Adam Grant and seconded by Robin McKinnon that the Minutes of the Joint Occupational Health and Safety Committee meeting held on December 15, 2022, be approved.

MOTION CARRIED unanimously.

3.0 CHANGES / APPROVAL OF AGENDA

Scott LeBlanc requested that item 6.1 New Committee Member/Updated Membership List be added to the agenda.

It was moved by Meaghan Roberts and seconded by Garrett Chetwynd that the Agenda be approved with the following addition:

6.1 New Committee Member/Updated Membership List

MOTION CARRIED unanimously.

4.0 OLD BUSINESS

4.1 Accident Reports

There was one accident reported in January.

Garrett Chetwynd reported that on January 6, 2023, an employee in Public Works sustained a minor injury to his knee while moving a box of metal. Due to an inadequate box being used, the bottom started to let go and the worker was hurt trying to prevent it from falling. The injury was minor and the worker recovered after a few days off. A Tool Box meeting was held to go over best safety practices.

4.2 Tool Box Meetings

The list of Tool Box meeting topics for the month of January showed that most departments held toolbox meetings with a great representation of topics. The meeting topics from Hillsvue for December and January will be included in February's report. Scott plans to compile meeting topics from the past 2 years into a spreadsheet and distribute it to members for future topic ideas.

4.3 Training

- First Aid will be run in the spring for all departments to have the opportunity to certify/recertify any employees that need it. If anyone has staff that needs it, please let Scott know so he can compile a list and set up the training, possibly in April.
- Confined Spaces generic training will be run for the 15-16 employees who will be needing to recertify in March. Scott has reached out to NS Construction & Safety and they are putting together a course and an instructor to come down sometime in March. Anya asked if the maintenance worker at Hillsvie should attend. Adam confirmed that yes, due to having to maintain the sprinkler room; it would be a good awareness-level course for him.
- Adam requested that a Defensive Driving course be sourced for all Works staff that drive the RQM vehicles and are covered by our insurance agreement. Anya added that everyone that drives the bus at Hillsvie should participate as well.
- Anya reported that Hillsvie will be running 'Self Care for the Healthcare Worker', through Aware NS for the staff there that still need it. They tried to arrange it in January but didn't have enough participants at that time.
- Meaghan ran a First Aid course this past weekend for four QPEC employees that needed to be certified.

5.0 NEW BUSINESS

5.1 Safety Suggestions

There were no safety suggestions put forward.

5.2 Safety Presentation – Safe Handling of Biohazardous Medical Waste & Sharps in RQM Workplaces

Anya asked if was the correct procedure for the sharps waste from Hillsvie to be disposed of at the RQM Landfill. She is concerned

that they are not being disposed of properly. Scott confirmed that that sharps should not be going to the Landfill, so she will be looking into a 3rd party pick up of their sharps containers. She also clarified that any sharps going to the Landfill in the past would have been contained in a sharps container, and would not have been loose in regular garbage.

Scott LeBlanc gave a presentation on the safe handling and disposal of biohazardous medical waste and sharps in the RQM workplaces. Some highlights include:

- A short video detailing the areas where workers can come in contact with inappropriately disposed sharps waste.
- Descriptions of various sharps and biomedical waste that could be encountered by RQM staff, for example, needles, syringes and other sharps, soiled sanitary/incontinence supplies, soiled masks, gloves, and bandages, and used IV or catheter tubing and bags.
- The risks associated with coming into contact with these items, and the importance of seeking out and receiving proper care after exposure or injury.
- The different ways that RQM workers could potentially encounter sharps and biomedical waste in the various work sites.
- The required tools and procedures to safely dispose of the items.

Scott mentioned the sharps found in Pine Grove half filled a large sharps container, and that there were over 120 of them. He has 10 of the wall-mounted containers ordered for RQM. Anya and Robin stated that Hillsvieiw also has some ordered however, they are backordered. Adam stated that the Works Department has a couple hundred 5-gallon buckets with lids if needed for disposal. Anya stated that Hillsvieiw would likely need a few of the buckets, but would then need biohazardous labels for them. Scott agreed that labels would be a good thing to have on hand and will look into getting some, as once the buckets are used, they should be appropriately labeled much like the WHIMS system in regards to workplace labels. Anya inquired about the sharps found in Pine Grove Park. Scott described what had been found, and explained

that there is a \$697.00 fine with zero tolerance when the offender is found.

Scott Orme showed a device that he has constructed for his crew to use when changing out public waste bins. He made 3 long handles with round “pushers” on the end for compacting garbage, alleviating the need for the workers to put their hands in the bins and potentially come in contact with improperly disposed of sharps or biomedical waste.

Anya enquired if RQM has a needle stick policy. Scott explained that we do not, but that he will be working on a new safe work practice for future adoption into Volume 2 of our Safety Manual. That new practice will cover all Region employees and will be SWP-COM-21, which he will bring to the committee next month. He mentioned that it would be a good idea to implement the procedures in the presentation now.

Angela Green discussed being a paramedic in a high-risk area and having experience with needle stick injuries, as well as the preventative treatment that is required after the injury occurs. She explained that in the case of sharps found outside or in public places, the individual is usually using them for high-risk behaviours as opposed to diabetic management or other legitimate uses, which heightens the exposure risk. She also mentioned that auto-injection insulin pens are disposed of in the regular garbage, as it is just the screw-on needle tip that needs to be disposed of in a sharps container. Connor stated that this is something the employees working on the sorting conveyor likely do not know, so it would be good information to pass on.

6.0 OTHER

6.1 New Committee Member/Updated Membership List

Scott LeBlanc welcomed Anya Teri as the new alternate member for Hillsvie. An updated membership list will be sent out for posting at the different job sites.

7.0 NEXT MEETING

The next meeting is on Thursday, February 23, 2023, at 1:30 p.m. in the Council Chamber.

8.0 ADJOURNMENT

There being no further business, the meeting adjourned at 2:04 p.m.

Scott LeBlanc, Chair

Angela Green, Committee Secretary

Date Approved: _____