



Chair: Ken Howard Secretary: Cindy Wolsynuk Participants: Linda (WH), Debbie (Faro), Tammy (WL), Kim (Mayo), Mark Manolis, Wendy (DC), Annette (HJ), Teresa Rudolph		Date: April 11, 2019 Time: 10:15 am Call in #: 19(1)(l) Location: YLC Boardroom, Teleconference		
Alternates required if Committee Members unable to attend				
Agenda Item #	Issue/Discussion	Recommendation	Member Assigned	Comp. Date:
1.	Call to Order: 10:20 AM			
2.	Old Business Kim; asked about the A/C before the warm weather arrives Ken; floor plans almost completed. Ken reminded everyone with spring run off make sure you have enough salt. Be cognisant of snow falling off roofs. WL; Everyone except Liz have taken WHMIS. Liz & Al have taken the due diligence course. Joey; WHMIS up to date. Mayo; Kim has taken it and will teach the rest of the staff. Debbie; everyone took the online course. Whse; WHMIS up to date Warehouse; not sure Mayo; asked about CO2 detectors, Ken thought they had been sent to all stores.	-Seasonal s/b in the stores to purchase soon Faro, Mayo & DC -Ice still an issue in DC; salting regularly. HJ had PMA barricade off the run off area -CO2 detectors missing in Whse & Mayo	Teresa Ken will check with Dave	
3.	New Business/Reports: Faro; automatic doors DC; multiple cracked and separating linoleum problems DC; slippery stress mats DC; Icy at bottom of stairs DC: require headsets and monitor stands for TA side DC; New shipping co. dble stacking kegs. DC; Shelving doors are broke	-Will look into budget -Have temp duct taped -Bought dble sided tape -Purchasing more salt -To check with Warehouse -Right to refuse -Using 2x4s to hold product in	Teresa	



	DC; Wire shelving very unstable DC; New trucking co. uses trucks significantly lower than previous trucks, hence back tires do not reach concrete pad, making loading uneven.	-Will send up alternate shelving to try -Temp fix with mini ramps, proper fix will be to raise the ground elevation and new concrete pad	Teresa PMA researching	
4.	Incident Reports/First Aid: none			
5.	Unsafe conditions: none			
6.	Next Meeting: May 9, 2019			
7.	Meeting Adjourned: 10:39			

(Co-Chair – Employee Representative)

(Co-Chair – Employer Representative)



5.	Unsafe conditions: DC; wire shelving still unstable PNW trucks do not reach docks – uneven 3 desks damaged beyond repair, being held together with brackets temporarily Not enough plugins, breakers keep blowing. Sink plugin unsafe Need peephole camera for back door Muster sign First aid expiring	-Teresa will send a couple from warehouse to try out -Engineer has assessed -Call in to assets -PMA to be called to move &/or add plugins. Possible water cooler move -2 cameras to be sent -next weekend if ground thaws -contact DC College	Teresa Cindy Wendy Teresa Wendy Wendy	Waiting on report Waiting for description
6.	Next Meeting: June 13, 2019			
7.	Meeting Adjourned: 10:46			

(Co-Chair – Employee Representative)

(Co-Chair – Employer Representative)



Chair: Ken Howard Secretary: Hilary Lubbers Participants: Mark Manolis (Comm. Coordinator), Julie Abel (Mayo), Dave Bendera (Warehouse), Brad Rowett, (Mgmt Co-Chair), Linda Mackeigan (Whse)		Date: July 11, 2019 Time: 10:21am Call in #: 19(1)(l) Location: YLC Boardroom, Teleconference		
Alternates required if Committee Members unable to attend				
Agenda Item #	Issue/Discussion	Recommendation	Member Assigned	Comp. Date:
1.	Call to Order: 10:17 AM			
2.	New Business Mayo - Heat in bldg. 30 degrees Mayo – Requesting a water filter system Mayo – Barring order; subject still hangs out in lobby but ok	Quote for A/C installation \$40,000. Ken will speak to Steve.	Ken	
3.	Old Business None			
4.	Incident Reports/First Aid: DC – staff cut, two stitches, no lost time	Injury report submitted		
5.	Unsafe conditions: Mayo - Heat in bldg. 30 degrees			
6.	Next Meeting: August 8, 2019			
7.	Meeting Adjourned: 10:38			

(Co-Chair – Employee Representative)

(Co-Chair – Employer Representative)



Chair: Mark Manolis Secretary: Cindy Wolsynuk Participants: Kim Brooker (Mayo), Will Tewnion (Mgmt Co-Chair), Linda Mackeigan (Whse), Teresa Rudolph, Diane (WL)		Date: August 8, 2019 Time: 10:15 am Call in #: 19(1)(l) Location: YLC Boardroom, Teleconference		
Alternates required if Committee Members unable to attend				
Agenda Item #	Issue/Discussion	Recommendation	Member Assigned	Comp. Date:
1.	Call to Order: 10:19 AM			
2.	New Business Mark stated everyone should check the expiry dates on their naloxone kits. Mayo – excessive heat Mayo – water filtration system Mayo – Barring Order, harassing staff on way to work. Teresa will be stepping down from H&S Cmtee, Will to take over.	 		



4.	Incident Reports/First Aid: Mayo; Barring Order. Discussion on perception in community when public/tourist buys for intox. patrons and what can the store do? Perception is the store is serving or allowing intox. individual access to alcohol. Would like a policy in place. Also when RCMP do come the individual runs out the other door, which also means the problem has been solved (for the time being...)	Teresa stated if you see \$ exchange hands from intox. individual you can inform RCMP. Will stated the person reporting will have to be a witness. Also if there does not seem to be interest from RCMP, there are other ways to get their assistance.		
5.	Unsafe conditions:			
6.	Next Meeting: Sept 12, 2019			
7.	Meeting Adjourned: 10:45			

(Co-Chair – Employee Representative)

(Co-Chair – Employer Representative)