



Chair: Ken Howard April 11, 2019 Date: 10:15 am Secretary: Cindy Wolsynuk Time: Linda (WH), Debbie (Faro), Tammy (WL), Kim (Mayo), Participants: **Call in #:** 19(1)(I)

Mark Manolis, Wendy (DC), Annette (HJ), Teresa Rudolph

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 | -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 | Teresa | |
| | Mayo; asked about CO2 detectors, Ken thought they had been sent to all stores. | -CO2 detectors missing in Whse & Mayo | 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 | -Will send up alternate shelving to try | Teresa |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-----------------|
| | DC; New trucking co. uses trucks significantly lower than previous trucks, hence back tires do not reach concrete pad, making loading uneven. | -Temp fix with mini ramps, proper fix will be to raise the ground elevation and new concrete pad | PMA researching |
| 4. | Incident Reports/First Aid: none | | |
| 5. | Unsafe conditions: none | | |
| 6. | Next Meeting: May 9, 2019 | - 1 | |
| 7. | Meeting Adjourned: 10:39 | | |

(Co-Chair – Employee Representative)

(Co-Chair – Employer Representative)

Health and Safety Committee Meeting Minutes



Reference: GAM 3.48, Standard G

Chair: Teresa Rudolph May 9, 2019 Date: Secretary: Cindy Wolsynuk Time: 10:15 am Diane (WL), Jules (Mayo), Wendy (DC), Ash (Warehouse) Participants: **Call in #:** 19(1)(I) Location: YLC Boardroom, Teleconference Alternates required if Committee Members unable to attend Issue/Discussion Agenda Recommendation Member Comp. Date: Item # **Assigned** Call to Order: 10:17 AM 1. 2. **New Business** None 3. **Old Business** Kim; asked about the A/C before the warm weather arrives -Contractor coming to give Ken; floor plans almost completed. Ken reminded everyone with quote on installing cooling spring run off make sure you have enough salt. Be cognisant of coils in air system 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. Done Debbie; everyone took the online course. Whse; WHMIS up to date Warehouse; not sure Up-to-date Mayo; asked about CO2 detectors, Ken thought they had been -May have to rtn, keeps Jules sent to all stores. beeping. Will go over instructions again... **Incident Reports/First Aid:** 4. DC; flood report coming soon Wendy Linoleum getting worse -More tapping Sending in phone info to match proper headsets Wendy Ash asked if DC still receiving dble stacked kegs. No -Keep Ash posted Desktop risers working great. Pallet jack training done. -Training certificates to be Teresa Teresa sent email to all stores with link to online pallet jack sent in to Teresa training.





| 5. | Unsafe conditions: | | | |
|----|------------------------------------------------------------------------------|----------------------------------------------|--------|-------------------------|
| | DC; wire shelving still unstable | -Teresa will send a couple | Teresa | |
| | | from warehouse to try out | | |
| | PNW trucks do not reach docks – uneven | -Engineer has assessed | | Waiting on report |
| | 3 desks damaged beyond repair, being held together with brackets temporarily | -Call in to assets | Cindy | |
| | Not enough plugins, breakers keep blowing. Sink plugin unsafe | -PMA to be called to move | Wendy | |
| | | &/or add plugins. Possible water cooler move | wenay | |
| | Need peephole camera for back door | -2 cameras to be sent | Teresa | Waiting for description |
| | Muster sign | -next weekend if ground | Wendy | 0.0001.p 0.001 |
| | 112010101 01811 | thaws | Wendy | |
| | First aid expiring | -contact DC College | Wellay | |
| 6. | Next Meeting: June 13, 2019 | <u> </u> | | 1 |
| 7. | Meeting Adjourned: 10:46 | | | |
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(Co-Chair – Employee Representative)

(Co-Chair – Employer Representative)

Health and Safety Committee Meeting Minutes



Reference: GAM 3.48, Standard G

Ken Howard Chair: Date: July 11, 2019 Time: 10:21am Secretary: Hilary Lubbers

Participants: Mark Manolis (Comm. Coordinator), Julie Abel (Mayo),

Dave Bendera (Warehouse), Brad Rowett, (Mgmt Co-

Chair), Linda Mackeigan (Whse)

Call in #: 19(1)(I)

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 | | | <u> </u> |
| 7. | Meeting Adjourned: 10:38 | | | |

Health and Safety Committee Meeting Minutes



Reference: GAM 3.48, Standard G

Chair:Mark ManolisDate:August 8, 2019Secretary:Cindy WolsynukTime:10:15 am

Participants: Kim Brooker (Mayo), Will Tewnion (Mgmt Co-Chair), Linda Call in #: 19(1)(1)

Mackeigan (Whse), Teresa Rudolph, Diane (WL)

Location: YLC Boardroom, Teleconference

Alternates required if Committee Members unable to attend

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| 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 | Steve contacted OH&S & toured store. PMA will vent coolers to outside. Water & Gatorade sent up and will continue to be sent as well as extra breaks established when heat is bad. | Teresa | To follow up after Steve's mtg Monday with PMA. Will also send OH&S approved thermometer. |
| | Mayo – water filtration system | Contact Cathway for quote, and drinking water to be sent until filter system in place. | Cindy/ Teresa | |
| | Mayo – Barring Order, harassing staff on way to work. | | | |
| | Teresa will be stepping down from H&S Cmtee, Will to take over. | | | |
| 3. | Old Business Mayo - Heat in bldg. 30 degrees Mayo - Requesting a water filter system Mayo - Barring order; subject still hangs out in lobby but ok | | | |





| 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. | |
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| 5. | Unsafe conditions: | | |
| 6. | Next Meeting: Sept 12, 2019 | | L |
| 7. | Meeting Adjourned: 10:45 | | |
| (Co-Cha | ir – Employee Representative) (Co-Chair – Employer Repres | eentative) | |