

## Minutes of the Health and Safety Committee

Monday, Feb 7, 2011

Present: Claire Hardie, John Hardie, Marsha Melnik (chair/recorder), Pauline Walsh, Gord Hamilton

Regrets: Sean Cumming

1. a) Minutes of Jan – correction: Change item 6 to read that the cost of refreshments will be covered by the Corporation b) Agenda accepted.

**Sean** 2. Communications from the Board – tabled to the next meeting

**Pauline/  
Claire** 3. Fire Department Evening Workshop: Pauline reported that one of two dates (March 30, April 6) will be booked. Claire and Pauline will work on organizing and promoting the event. Pauline will send a special invitation to the members of the Board .

#### 4. New Information Sheets:

- a) Safety and Security Tips – Claire will arrange with Isan to distribute the info sheets to each unit.
- b) Fire Safety Tips – We will ask the representative from the Fire Department (at our evening workshop) to look it over. Then we will distribute it to every unit. Thanks to Claire for putting the “Tips” together.
- c) Future Info Sheets will be posted for one week on P1/P2/MR indicating that personal copies are available in the Meeting Room.

**John** d) John will speak to Isan about purchasing one (or two) plexi-glass magazine racks available at Staples. The racks will be used to hold information sheets, tips and brochures on Health and Safety Issues.

**Marsha** 5 Police Safety Audit: Marsha will send the final report to Isan for distribution to the Board members..

#### 6. Bylaw on Smoke Free Building

Gord presented the first draft of the bylaw to be recommended to the Board for them to present at the AGM in October. After discussion, the Committee accepted a revised version in principle. Claire and John will rework the wording of the bylaw for the meeting.

Thanks to Gord and the subcommittee for their research and work on this issue.

**Marsha** Marsha will speak to Isan about the procedures for submitting bylaws to the Board.

#### 7. Entry Phone System

For some residents, the voice of the person calling up for admittance to the building is completely garbled and cannot be identified. This is a major security issue, as identified in the Police Audit. Marsha will speak to Isan.

**Marsha** 8. It was suggested that some of our meetings could be held during the day so that Isan could attend. Marsha will speak to him.

**Next meeting:                      Monday, March 14                      at 7:00                      in the Meeting Room**