

**VILLAGE OF FRUITVALE
SPECIAL COMMITTEE OF THE WHOLE – 4:00 PM
Minutes
September 30, 2019 in the Council Chambers**

Minutes of the Special Committee of the Whole meeting of the Village of Fruitvale held on September 30, 2019 in the Council Chambers.

<u>Council Present:</u>	Mayor:	Steve Morissette
	Councillors:	Vickie Fitzpatrick Lindsay Kenny Bert Kniss Bill Wenman
<u>Staff Present:</u>	Acting Chief Administrative Officer:	Kelli Tuttle
<u>Media Present:</u>		Nil
<u>Gallery Present:</u>		Nil

CALL TO ORDER:

Mayor Morissette called the meeting to order at 4:06 pm.

ADOPTION OF THE AGENDA

MOVED Fitzpatrick / SECONDED Wenman

THAT The agenda be accepted as presented.

CARRIED.

DISCUSSION ITEMS

a. Policy Review - Village of Fruitvale Occupational Health and Safety Program

A discussion took place regarding the draft Village of Fruitvale Occupational Health and Safety Program Policy. It is tailored to exactly what we do, workflow and meetings with the Public Works Foreman and the Chief Administrative Officer. Some additions noted were to document all major events and not document minor ones, define supervisors include Foremen, have a bound incident report form and always sign the form when filled out, have a special book kept with the first aid kit. Must fill in forms, reminders, report.

b. Policy Review - Village of Fruitvale Respectful Workplace Policy

A discussion took place regarding the draft Village of Fruitvale Respectful Workplace Policy.

c. Policy Review - Village of Fruitvale Tangible Capital Asset Policy

A discussion took place regarding the draft Village of Fruitvale Tangible Capital Asset Policy.

d. Policy Review - Village of Fruitvale Fleet Services Operating and Fleet Use Policy

A discussion took place regarding the Village of Fruitvale Fleet Services Operating and Fleet Use Policy.

e. Policy Review - Village of Fruitvale Asset Management Policy

A discussion took place regarding the Village of Fruitvale Asset Management Policy.

The discussed policies will be revised as needed and presented for approval at the October 7, 2019 regular Council meeting.

ADJOURNMENT

The meeting adjourned at 4:45 pm.

Mayor

Certified Correct:

Acting Chief Administrative Officer