

REPORT

Oakville Public Library Board

April 16, 2026

FROM: Oakville Public Library

DATE: April 7, 2026

SUBJECT: Health and Safety Report – April 16, 2026

RECOMMENDATION:

That the Health and Safety report be received for information.

KEY FACTS:

The following are key points for consideration with respect to this report:

- There were four incidents to report for the months of February and March 2026.
- To date, Oakville Public Library (OPL) is reporting higher number of staff injuries/incidents to the previous years in the same reporting period.
- OPL will continue to monitor staff injuries/incidents to identify trends and to maintain a safe and healthy workplace.

BACKGROUND:

OPL has four incidents to report for the months of February and March 2026. The reporting period is from January 1 – March 31 for each of the years indicated below.

OPL is reporting a higher number of staff injuries/incidents to previous years. However, the type of injuries/incidents being reported are for minor first aid. The leading injury are cuts to fingers which required in-house first aid.

All incidents were reviewed by management and corrective actions took place to prevent future incidents.

Staff Injuries	2024	2025	2026
No Time Loss	1	2	4
Time Loss	0	0	1

Total Injuries for the Reporting Period	1	2	5
Annual Total Injuries*	7	13	5

**Total annual injuries for 2026 is based on year-to-date (reporting period).*

Joint Health & Safety Committee

The Joint Health & Safety Committee (JHSC) meets regularly to identify potential health and safety issues and bring them to the employer's attention and kept informed of health and safety developments in the workplace by the employer. The JHSC met on February 26 and March 26, 2026. The JHSC had discussions on opening of Sixteen Mile, revisions to H&S procedures, and completed a roundtable discussion that provided each representative an opportunity to share health & safety activities within their individual sites.

Site inspections were completed at each branch site by the JHSC committee member in conjunction with a leader on-site. The monthly workplace site inspections are to identify hazards within the worksite. If a hazard is identified, OPL JHSC will notify Facilities which will complete any corrective actions that may need to take place.

The next Joint Health & Safety Committee monthly meeting will be held on virtually on April 30, 2026.

APPENDICES:

N/A

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