

# ACADIA UNIVERSITY OCCUPATIONAL HEALTH & SAFETY SYSTEM

## Minutes

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### UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

17 January 2019

9:00-10:30 a.m.

Fountain Commons, Alumni Boardroom

#### Present

Chad Schrader, OH&S Coordinator,  
Safety & Security  
Laura Miller, Chartwells  
Derek Parker, Physical Plant  
Teri Gullon, AUFA  
Richard Johnson, Athletics  
Ann Myers, SEIU, Library  
Sandra Symonds, AUPAT  
Suzanne Stewart, SEIU  
Pat Mora, Business Office

#### Regrets

Patrick Difford, Director, Safety &  
Security  
Brian Wilson, AUFA  
Marcel Falkenham, Facilities  
James Sanford, Co-Chair  
Eveline DeSchiffart, Divinity College  
Nadine Wilson, Safety & Security  
Michael Holmes, AUPAT

#### 1. Call to order

9:05 a.m. by Ann Myers Co-Chair. Requested a volunteer to record the minutes in the absence of a Recording Secretary. Suzanne Stewart offered.

#### 2. Approval of December 13, 2018 minutes

Correction: Teri not Terri, as noted in 4. Business Arising ii. and iii. M/S Teri/Richard

#### 3. Approval of Agenda

Add to 4. Business Arising – CCOHS training M/S Sandra/Teri

#### 4. Business Arising

- a. JOHSC Recording Secretary discussion has taken place and is currently on the agenda of the VP Administration **ACTION** Chad
- b. Workplace Violence/Sharps policy is awaiting the VP Administration approval before it is made available to campus
- c. CCOHS training is primarily fee-based training; a few course offerings are free. WHIMIS is \$15 and others are \$49-\$64 (excludes HST).

## 5. New Business

- a. Patrick and VP Administration discussed First Aid kits. Each department is now responsible for its own kits, as there are not funds in the campus OHS budget; basic kits can be purchased for \$20. Supplies can be replenished through Physical Plant. A monthly audit (or more frequently if seal broken) should be performed on each first aid kit; checklist for contents is available from Derek. Suggestion was made to place a box of adhesive bandages on top of first aid kit, as it is most frequently used item.
- b. Several individuals have expressed interest in First Aid training. Emergency First Aid course will be scheduled for Winter Study Break.

**ACTION** Chad

## 6. Incident Reports

- a. Several slips, trips and falls on campus
- b. Community member expressed concern about asbestos, as white dust found in Print Shop, and apparent fire exit blockage – both at Raymond House. No asbestos-containing materials (ACMs) were found in Raymond House. Fire exit was not blocked; the renovation refuse container did not prohibit use of emergency exit.
- c. Concerns about asbestos – Old SUB
- d. Propane-like smells **Location?**
- e. Fire safety concern about space heater plugged in – Acadia Arena Complex
- f. Burning smell – Rhodes Hall
- g. Squirrel – Seminary House
- h. Five (5) Emergency Health Services (EHS) calls
- i. Update on student struck on Main/University crosswalk. Discussed compliance standards

## 7. Summary of Actions:

**ACTION:** Committee Recording Secretary to be assigned by VP Administration

**ACTION:** Chad to setup Emergency First Aid training for Winter Study Break

## 8. Adjournment – 9:41am

## 9. Next meeting – 21 February 2019, 9-10:30am