

# ACADIA UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

## Minutes

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**Meeting June 13<sup>th</sup>, 2019 - 9:00-10:30 a.m.  
Boardroom – Fountain Commons**

### **Present (No quorum)**

Chad Schrader, OH&S Coordinator, Safety  
& Security  
Patrick Difford, Director, Safety & Security  
Ann Myers, SEIU, Library  
James Sanford, Co-Chair  
Eveline DeSchiffart, Divinity College  
Michael Holmes, AUPAT  
Suzanne Stewart, SEIU  
Brian Wilson, AUFA  
Derek Parker, Physical Plant  
Kim Surette, (Minutes) Physical Plant

### **Regrets**

Marcel Falkenham, Facilities  
Sandra Symonds, AUPAT  
Richard Johnson, Athletics  
Suzanne Stewart, SEIU  
Teri Gullon, AUFA  
Pat Mora, Business Office

1. **Call to order** – 10:10 a.m. by James Sanford
2. **Approval of Minutes** - May 30, 2019 (Deferred to Next Meeting)
3. **Approval of Agenda**
4. **Business Arising from Previous Minutes:**
  - a. **List of Trained First Aid Persons** - Chad advised Red Cross not able to give specific information; we will go with what we have. Brian suggested we survey campus for information using Survey Monkey. Suzanne suggested that an image of certificates be posted with expiry date and Ann suggested managers maintain list of employees.
  - b. **AED Alarms Update** - Chad advised Stevens Centre AED was scheduled to be installed today but the company installing them was unable to come until next Friday. KCIC, Chapel & Biology AEDs in place but not alarmed.
  - c. **Workplace Violence Update** – Patrick advised that workplace assessments received; committee will look at all information next meeting. They will be reviewed for recommendations, response, safety plan, and committee input. An email will be sent out directing staff on ACORN to the Workplace Violence presentation plus certificate.

## 5. New Business

- **June 21<sup>st</sup> Dedication of Acadia Divinity College, Retirement Banquet for Harry Gardner** – Eveline advised they will be holding several events on June 21<sup>st</sup>, celebrating the dedication of Divinity College and a social at Wheelock and a retirement banquet at Fountain Commons for Harry Gardner.

## 6. Incident reports

- a. Chemical spill in BAC report – fresh paint.
- b. Hydraulic leak on the south side of U-Hall from Shred It truck (SDS was provided by trucking company for oil information). Chad made sure that all required steps taken to make safe, keep everyone up to date (Chris, James), contacted Town of Wolfville Public Works, Wolfville Fire Chief to make sure event was handled properly. Oil will be disposed of Valley Waste. Chad to make recommendations on improving communication for such events.
- c. Raised walkway at Jodrey has dropped below asphalt
- d. Upper Quad stairs to Chipman have shifted
- e. Crater on University Avenue lid above grade
- f. Raymond railing east side unmarked
- g. Aggressive crows on Campus

## 7. Summary of Actions and Results Timetable arising from Meeting:

- AEDs alarms to be installed in Stevens Centre, KCIC, Chapel and Biology.
- Committee to review workplace risk assessments.
- Email to be sent on ACORN for Workplace Violence presentation and certificate
- Bring schedules for meeting dates setup.

8. Adjournment – 10:50 a.m.

9. Next meeting – July 10<sup>th</sup>, 2019 at 9:00am