

UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

Thursday, September 25, 2025, 9:30-10:30

Microsoft Teams

Present

Lerato Chondoma, EDI-AR
Melanie Clouthier, Safety & Security
Eveline DeSchiffart, Acadia Divinity
Greg Deveau, Safety & Security
Patrick Difford, Safety & Security
Brett Ells, Chartwells
Teri Gullon, AUFA – Co-chair
Amitabh Jha, AUFA
Eden Jordan, Safety & Security
Pat Mora, Financial Services
James Sanford, Student
Services – Co-chair
Aran Silmeryn, SEIU
Meghan Swanburg, Facilities
Derek Parker, Physical Plant
Keilani Tupper, AUPAT

Regrets

Jo-lene Burton-Kehoe, AUPAT
Bertrand Gloeckner, Physical Plant
Richard Johnson, Athletics
Laura Miller, Chartwells
Nancy McMullin, Physical Plant
Jordyn Van Oostrum, SEIU

1. **Call to order** at 9:35 AM. Welcome Lerato Chondoma to the meeting.
2. **Approval of past minutes** – approved by Keilani Tupper, seconded by Pat Mora.
3. **Approval of agenda** – four additional incident reports to add. Approved by Amitabh Jha, seconded by Aran Silmeryn.
4. **Business arising from previous minutes**
 - a. Subcommittee/Member updates
 - i. Scents on campus
 1. A separate subcommittee was created (as well as a Teams group) inviting external (non-JOHSC members) personally affected by the issue. One meeting so far- very productive. Follow up next week. Contacted the ASU in the hopes of having an executive rep on the committee.
 2. The first goal is to create a scent policy separate from Share the Air, which will be brought to JOHSC for review.

- ii. Emergency responses for people who require assistance
 - 1. No update at this time.
- b. Campus OHS article
 - i. Two recommendation for article suggestions: helmets and fire safety.
 - 1. Change smoke alarm batteries, encourage faculty/staff to schedule fire drills.
 - 2. Can people request fire drills for their unit? Yes, however, asking to conduct a fire drill does not guarantee that it will be booked. The request will go to the building manager to confirm the level of interruption/impact a fire drill would have on the building. Residences and HR would be fine, for example. Safety and Security does not reach out to individual departments to schedule drills.
 - ii. Melanie Clouthier will write the October article.
- c. Policy follow-up
 - i. E-bike policy
 - 1. No update at this time.
 - ii. Drones
 - 1. No update at this time.
 - iii. Dogs on campus
 - 1. A policy was brought to senior administration but did not go further. Still trying to get sorted, as the issue is not going away. James Sanford will follow up.
 - iv. Workplace Harassment modifications/new legislation
 - 1. See Lerato's update under New Business. No further updates to add at this time.
- d. Co-op/practicum incident reporting
 - i. What are other universities doing? Pat Mora only received a response from York. Their Health, Safety & Employee Well-Being Department manages reporting student injuries for unpaid placements, supporting students by gathering information from placement sites. The department also handles WSIB incidents on campus. Their Co-op department does not track paid placements.
 - ii. Eden Jordan spoke with Scott Dempsey (Director of Acadia Co-operative Education), as well as staff in the School of Education and School of Nutrition and received a consistent response across campus. If an accident takes place, it is reported to the employer. Acadia is advised in order to support if anything is needed (and to be aware that a student was harmed).
- e. Naloxone cabinet installation in SUB

- i. Residence Life[?] is installing naloxone kits in residence buildings. Concern was expressed regarding inventory management and ownership. Tori Rombaut will be responsible for inventory and tracking expiration dates.
 - ii. The Chief Officer of Health has confirmed that Naloxone is not a noxious substance. Anyone can request it at a pharmacy. Training is available, but not mandatory to use. There is no risk of harm or liability.
- f. Preparedness for emergency/evacuation
 - 1. No update at this time.
- g. JOHSC member training
 - i. It was recommended to create a Microsoft Teams group to share resources.
 - ii. Teri Gullon will create a Teams channel for JOHSC.

5. New Business

- a. Updated from EDI&AR (Respectful Workplace Policy and Procedures; Harassment and Discrimination Policy)
 - i. Lerato Chondoma, Associate Vice-President of Equity, Diversity, Inclusion & Anti-Racism, provided an update on the *Respectful Workplace Policy and Procedures* and the *Harassment and Discrimination Policy* (previously discussed by JOHSC under “Workplace Harassment modifications/new legislation”)
 - ii. A new Harassment in the Workplace Guide for employers was released August 12th, to be implemented by September 1st. The province is not actively enforcing since the guide came out so late. It does not give definitive direction around psychological harm and mechanisms in which psychological safety can be reported in the workplace.
 - iii. Acadia needs to now reference psychological safety across policies. JOHSC will become a key player as it did with managing physical harm/safety reporting.
 - iv. Acadia’s Harassment and Discrimination policy was up for review this year, so it was an excellent time to update and integrate the new legislation. After creating a first draft of a respectful workplace policy, work moved externally to McInnes Cooper. Aiming for launch in January 2026.
 - v. There needs to be a reference on the JOHSC website that work is being done, as well as instructions on how to file complaints.
 - vi. Lerato opened the floor to questions from the committee.
 - vii. What is the base line of knowledge the committee needs to have?

- viii. Will training be provided internally? Lerato intends on rolling out the training she built (modules about unconscious bias, anti-racism, and cultural safety). However, these were designed to weave in with the policies she was previously working on, so those references will need to be removed before they can be shared with the campus in the new year.
- ix. Campus messaging will be circulated at a later date inviting people to attend in-person workshops each semester and eventually provide foundational courses in Moodle for self-directed online training.
- x. JOHSC's role in the future with the new policies: will members need training? The committee will triage and direct complaints to those with proper training. Once a psychological safety complaint is received, the committee will have all non-confidential information for awareness and to report in the event of a provincial audit.
- xi. Policy ownership: Harassment and Discrimination Policy Based on Protected Characteristics will fall under EDI-AR, and the Respectful Workplace will be the responsibility of Human Resources.
- xii. Other provinces, such as BC and ON, have moved away from "harass and discrimination" as the policy, changing to a 'stream' embedded within the respectful workplace policy (NS is "respect in the workplace," versus "respectful workplace"). These other provinces also include psychological safety in the policies.
- xiii. What is the expectation for departments separate from the university, such as Acadia Divinity College and the ASU? Eveline DeSchiffart and Lerato Chondoma will discuss in the future, as every employer with even one employee is expected to have done this work. It will look different from Acadia's policy.
- xiv. Lerato will continue to keep JOHSC informed with updates as they come forward.

b. Beer garden safety (AAC)

- i. Reports of clients standing on tables in the AAC beer gardens. A retired custodian broke his wrist when a table collapsed. Nothing was done to stop the behavior, even with R&G Security present.
- ii. If you see this kind of behavior, intervene and notify the proper channels to also intervene. James Sanford will follow up with the ASU regarding expectations of their liquor license and how to address future incidents in their spaces.

c. CURIE risk management services: laboratory safety review

- i. CURIE (Acadia's insurer) provides a variety of risk management program services. Recently, Pat Mora was made aware of a no-cost lab safety review. It is a comprehensive multi-part inspection

taking place over two days. The review samples a percentage of labs, waste handling areas, and storage to assess infrastructure and regulatory compliance. There is no deadline to complete the recommendations, and the findings will not affect Acadia's premiums.

- ii. Since it has been some time since there was any formal subcommittee work in lab safety, it presents a great opportunity for a third party to look at the labs.
- iii. The suggestion was met with unanimous approval and agreement from JOHSC. Teri Gullon will meet with the Dean of Science and Marcel Falkenham to discuss. Teri will also chat with Biology and other facilities that have labs.
- iv. CURIE is booking into 2026 for inspections. We will work with their schedule and plan for the best time to come.
- v. Added to the agenda as a standing item for future meetings.

6. Report of Incidents

- a. Online webform, 8-27-25: Multiple incidents throughout the day (WHI)
- b. IR 30881: Share the Air complaint (Physical Plant)
- c. IR 30904: Shoulder Press Broken Clavicle (AAC)
- d. Accident at BAC Southeast: escalated to Phys Plant for High Vis Paint, Signage etc.
- e. IR 31179, 13 Sep: Student in Fitness Centre cut/broke finger (AAC)
- f. IR 31285, 17 Sep: Share the Air violation (FTB)
- g. IR 31292, 18 Sep: Student fainted multiple times in class
- h. Broken glass in a Chem lab, cut finger
- i. Three additional Share the Air complaints in the past month. Someone ended up going to hospital last night, Eden waiting for more information. Increase in reports as Eden is making sure they are well documented.

7. Summary of Actions and Results arising from this meeting

- a. Teri Gullon will create a Teams channel for JOHSC.
- b. Melanie Clouthier will write the October Spotlight on Safety article.
- c. James Sanford will follow up on the Dogs in the Workplace policy.
- d. James Sanford will follow up with the ASU regarding expectations of their liquor license.
- e. Teri Gullon will meet with the Dean of Science and Marcel Falkenham to discuss lab inspections.

Next meeting scheduled for Thursday, October 23, at 9:30 AM.

8. Meeting adjourned at 10:38 AM.