

## UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

Thursday, June 26, 2025, 9:30-10:30  
Microsoft Teams

### Present

Melanie Clouthier, Safety & Security  
Eveline DeSchiffart, Acadia Divinity  
Greg Deveau, Operations Supervisor &  
OHS Coordinator, Safety & Security  
Patrick Difford, Director, Safety & Security  
Brett Ells, Chartwells  
Pat Mora, Financial Services  
Laura Miller, Chartwells  
Derek Parker, Physical Plant  
James Sanford, Exec. Director, Student  
Services – Co-chair  
Aran Silmeryn, SEIU  
Meghan Swanburg, Facilities  
Keilani Tupper, AUPAT

### Regrets

Jo-lene Burton-Kehoe, AUPAT  
Bertrand Gloeckner, Physical Plant  
Teri Gullon, AUFA – Co-chair  
Amitabh Jha, AUFA  
Richard Johnson, Athletics  
Nancy McMullin, Physical Plant  
Jordyn Van Oostrum, SEIU

1. **Call to order** at 9:33 AM.
2. **Approval of minutes** –approved by Aran Silmeryn, seconded by Pat Mora.
3. **Approval of agenda**– one item added to new business. Approved by Aran Silmeryn, seconded by Keilani Tupper.
4. **Business arising from previous minutes**
  - a. Sub Committee/Member updates
    - i. Scents on campus
      1. Melanie Clouthier shared a digital rendering of her design:



*Image description: Text reads "Show sense with no scents." The 'O' in 'no' is a red cross like the no smoking symbol. A perfume bottle on the left sprays a cloud forming the word 'scents.'*

2. James Sanford will bring the design to Robyn McBain at their meeting today.

- ii. Emergency responses for people who require assistance
    - 1. Thanks to those who provided feedback on the draft. Comments were shared with Lerato Chondoma.
    - 2. Presentation of this policy to senior leadership will be moved to later in the summer, as other policies need updates before this one can be presented. James Sanford and Meghan Swanburg will provide an update in July.
- b. Campus OHS article
  - 1. Heat safety: Stay hydrated, keep pets out of cars, highlight that Security is available to provide a drive if you are feeling unwell.
  - 2. Melanie Clouthier will work on the article for July's newsletter.
- c. Policy follow-up
  - i. E-bike policy
    - 1. Policy approved and signed off by Erin Beaudin's office. Not posted yet. Will follow up with Barb Baker to upload to HR's website.
  - ii. Drones
    - 1. No update at this time. Pat Mora watched the webinar but has not had the opportunity to share her findings with Greg Deveau.
    - 2. Maddie Radvanyi in Events was looking for information on a drone policy; however, it was recently brought to our attention that the Irving Centre's Commercial photography policy also includes drone usage. Events might not be aware.
    - 3. As an interim solution, refer to the KCIC photography policy until a separate, full drone policy is in place
- d. Dogs on campus
  - i. No update at this time. HR is still receiving a lot of questions and complaints.
  - ii. MOTION: JOHSC recommends the People and Culture working group revisit the issue with a policy that addresses both pros and cons. Moved by Aran Silmeryn, seconded by Pat Mora. Unanimous approval. James Sanford will reach out to Lisa Spiegel to initiate.
- e. Workplace Harassment modifications/ new legislation
  - i. As of September 1, 2025, Workplace Harassment legislation will now include psychological health and safety. Will re-frame all policies on campus to see where it will have an impact. Several campus policies will need to be reviewed or rewritten to accommodate the new legislation. Still uncertain as to what exactly "psychological safety" entails. A worksheet is coming from the province but has not been released.
  - ii. Acadia will form a working group to determine how future incidents will be triaged under the new policies.

## **5. New Business**

- a. Co-op/practicum incident reporting

- i. Safety and Security received a report of a Nutrition student injured during their practicum (minor incident). **What is the protocol for reporting injuries sustained during a student's co-op, practicum, or off-campus research?** They are not on campus, but still Acadia-related/adjacent as it is part of their academics. Is it the employer's responsibility?
- ii. Greg Deveau will connect with Scott Dempsey to verify what is currently communicated to co-op students about workplace injuries.
- iii. Greg spoke from an OHS perspective: when in doubt, it never hurts to submit an incident report. Reporting is priority; sorting out liability is secondary. Submit through the OHS form or call Safety and Security to report. The OHS team will review the incident and determine whether further follow-up is required.
- iv. The student will most likely be required to submit an additional report as an employee. According to HR, if the student is a paid employee on their co-op, they are under their employer's liability. Managers have an obligation to communicate health and safety expectations.
- v. The committee recalled an incident with an education student a few years ago, where it was handled through that school.
- vi. This could be used as a future campus safety brief when students have returned to campus.

#### **6. Report of Incidents**

- a. June 19: KCA field trip
  - i. Student fell and sprained their wrist during a summer camp activity.

#### **7. Summary of Actions and Results arising from this meeting**

- a. James Sanford will follow up with Robyn McBain on the Share the Air button design.
- b. Melanie Clouthier will work on the OHS article for July's newsletter.
- c. James Sanford will reach out to Lisa Speigel regarding the Dogs in the Workplace policy.
- d. Greg Deveau will connect with Scott Dempsey to verify what is currently communicated to co-op students about workplace injuries.

Next meeting scheduled for **Thursday, July 24, at 9:30 AM.**

#### **8. Meeting adjourned at 10:09 AM.**