

Arts and Science Joint Health and Safety Committee
Minutes from Meeting
May 28, 2019

Those in attendance: J. Belanger, T. Bradshaw, D. Carlson, H. Drouillard, M. Holzschuh, R. Jansen-van Vuuren, D. Langham, C. McCracken, Y. Paudel, D. Reid, H. Woermke.

Regrets: C. O'Brien, P. Hauschildt, T. O'Reilly.

1. Call to Order

The meeting was called to order at 1:02 pm by Co-Chair Heather Woermke (in the absence of Co-Chair Terry O'Reilly).

2. Approval of Agenda

The Agenda was approved as circulated.

3. Approval of Minutes from April 2, 2019

The Minutes of April 2, 2019 were approved as previously circulated to the Committee on April 16, 2019.

4. Business Arising from the Minutes

The stair treads in the south-end of Mac-Corry have been repaired. Physical Plant Services (PPS) will also be repairing other locations where the tread was worn off. EH&S will inspect the stairs when the work is complete.

EH&S reported that the relevant paperwork had been submitted to Workplace Safety and Insurance Board (WSIB) and the individual who had the accident will receive information directly from WSIB.

Inspection Report: Geology – the inspection team will follow up with the unit to inquire on the items that needed to be resolved from their report in order to ensure compliance.

5. Co-Chair's Report

Co-Chair T. O'Reilly (absent) – no report given.

Co-Chair H. Woermke thanked the Committee Secretary for the new agenda format. The agenda is longer than previous ones, but the new format provides an overview of which positions are vacant.

6. Report from Director, Environmental Health and Safety

D. Langham reported on the following:

- a) The university will be smoke and vape free as of June 1, 2019. Documentation has been widely circulated to departments and safety officers. Additional information may be found on

the Risk and Safety Service website, which includes frequently asked questions, maps, what is university property and the University Policy. The maps depict main and west campus as well as the properties in between (the Isabel, Donald Gordon Centre, Opinicon Field Station, and St. Mary's of the Lake Hospital). These locations are all university property and are part of the university being smoke/vape free.

Signage: Posters have been circulated and departments are encouraged to post them on their safety bulletin boards. New stickers will be added to all outside doors, indicating a smoke/vape free zone. Metal signs will also be updated in navigation routes. In some areas, in particular the Stuart Street corridor, the building entrance abuts to the City sidewalk. Separate stickers will be applied to the doors that are within that buffer. PPS will be removing the outside ashtrays at the entrances to all university buildings.

Enforcement: the university is part of a community and is hopeful that everyone will be cognizant of not littering. EH&S is considering providing a receptacle that will be placed in some buildings that will be used for cigarette waste. Campus Security can be called to enforce the policy and there are policies in place for chronic violations.

b) JH&S certification training (Part 1) is booked for June, 2019. This is not a mandatory requirement, but the committee does require one management and one worker member certified. Dates for Part 2 will be scheduled for October. EH&S is exploring the possibility of offering a refresher course for those members who will need to be recertified. More information to follow at a subsequent meeting. Registration for Part 1 can be found on the EH&S website.

Committee vacancies: EH&S will continue to work with both worker and management groups to fill these vacancies.

7. Inspection Schedule

The Department of Art and School of Religion have been inspected and reports were sent to the Committee for their review on May 22, 2019, with responses due to the Inspection Team by May 30, 2019. It was noted that the centrally booked areas on the report for the School of Religion will be removed and sent directly to EH&S for action.

Committee members were reminded to sign up to inspect those units that have not been inspected in some time.

8. Inspection Reports:

a) KINS (previously circulated to Committee on April 24, 2019)

No safety stickers are required for the filing cabinets in this unit as the cabinets will not allow the drawer(s) to be opened if one is already open.

b) Psychology (previously circulated to Committee on April 26, 2019)

This report was sent to the unit for review on May 13 and is due back to the Inspectors on June 11, 2019.

9. Other business/discussion items:

a) Accessibility washroom in Mac-Corry

A committee member confirmed that the lock on this washroom is working correctly and is secure when occupied.


10. Next meeting: September 2019 (date to be confirmed)

11. Adjournment

Meeting was adjourned at 1:32 pm.

DATE: June 4, 2019

Mr. Terry O'Reilly
Co-Chair, Worker Members



Ms. Heather Woermke
Co-Chair, Employer Members

