

**Smith Engineering Joint Health and Safety Committee
Minutes**

Date: Wednesday, August 14, 2024, via Teams

Proposed Time: 10:30 am – 12:00 pm

Actual Time:

Present:

John McKay, Gabrielle Whan, Andrew Micheal Bowles, Noushin Rajabalinia, Kyle Strike, , Peter Rowsome, Claudia Hasan-Nielsen, Dan Langham, Natalie Niro, Eric Tremblay, Larry Steele, Samantha Samson

Tentative: Matt Lee,

Regrets:

Ying Zhang (for Nic Hudon), Graeme Boyd, Stephanie Wilson

1) Meeting called to order by: J.McKay

2) Incident/Injury Reports: None

3) Documents:

- i) JHSC Members and Safety Officers – Checking with Sandra Jeffers to confirm that another CUPE 254 member is required. Does Larry Steele need a replacement if he is both CUPE 254 and Co-Chair? Note that having off-site members (Union) reduces the pool for members to do inspections, increasing the work load.
- ii) MOL Field Visit Reports:
 - (1) None
- iii) Workplace Inspection Reports:
 - (1) Ellis Hall – No issues
 - (2) Coastal Lab – No Issues
 - (3) BMH Team Bay's – Working on Battery storage SOP. Need sign off from Safety officer.
 - (4) Nichol Hall – No issues,
 - (5) Walter Light Hall – Crossway Corridor to Goodwin Hall has significant water entering the structure and needs to be checked for structural integrity and repaired. East stairwell has 2 significant cracks at the second floor. This is the only stairway to the top floor that does not require crossing over to Goodwin Hall at the west end to exit the building.
 - (6) Biosciences – No Issues

- (7) Dupuis Hall – Propane Torches – Hand held torches need to be added to protocols and procedures.
- (8) JHS boards – new graphics coming from EHS for all boards. New statements for boards, new green books (2024) coming too
- (9) Propane cylinder, propane mini torches – need to refresh on the EHS statements and will bring back to next meeting
- (10) Is official training needed for regulator changing for large tanks. This seems like something that we should be doing. Is there anything centrally or a certificate? Should we do it in each lab/dept? Dan- Some regulator training was done in past, but now there are so many types and styles that it is not always possible.

4) Old Business:

- i) Follow up conversation between John had and Gabe regarding the Energy Lab inspection held on August 2023 with a potential Campus Security audit. 1. Safety at remote sites – Gabe notes that some training was done by Campus security, but more focused on downtown off site, not remote sites like Grant Timmins. Remove from list
- ii) Follow up conversation regarding Beamish-Munro Hall inspection in August 2023 – Storage Area has been cleaned up. Better but needs to be continual. It is no longer a hazard
- iii) Members needed: Dan looking at what is need or reconcile with management
- iv) Kelly Sedore's replacement: Larry is our new Co-Chair
- v) DSO for Mitchell: Mitchell safety officer is Stephanie Wilson for public areas and overall facility. Faculty/ dept still need to look after their own areas.
- vi) DSO for Bioscience/Nicol Hall (CHEM), (Done: Dani Sanderson)
- vii) New Worker Co-Chair (Done: Larry Steele).

5) New Business:

- i) Please send completed Workplace Safety Inspection Reports to John and Larry ASAP.
- ii) Welcome Larry Steele as new Co-Chair, Ying Zhang as QUFA member
- iii) Mold in 385 Princess basement: EH&S (Thomas Martinek) has assisted with expediting testing and requirement for remediation. First floor levels are safe. Smell is strong when humidity levels rise. Plans for ongoing management/remediation will be shared as they become available. First on site was onsite today and Queen's property manager (Yvonne Holland) was working with Landlord.
- iv) Noushin has asked for AC in Dupuis, ACTION: John to send heat guidelines.

- (1) Mold and lead paint in McLaughlin Hall basement, mold in McLaughlin Tech Shop:
Techshop mould- remediation was done, but need to find root problem; Basement mould – all teaching has been shut down and space has been locked up since Oct 2024 due to dangerous levels. Pushed to have done for start of classes with Facilities.
- (2) Teams Resins bay ventilation: v. Resin bay – not good enough ventilation for what people are doing. PPS & Kyle Strike have been looking at options – will replace fan and reassess, create a new booth with a smaller area. Looks like this needs to go to a higher level and facilities project needs to be created. Right now, communicates with EngSoc directors and teams to make provisions when working – clear out area, more fans, etc.
- (3) Proposed SOP for LiPo/LiOn Batteries: vi. LiPo/ LiON Batteries – Policy coming on E-bike batteries, but also need for batteries in research. No movement in legislature to regulate, but everyone wants it; cant keep up with science. Issue is they burn very hot if they catch on fire. Right now, anyone using must make sure they have a safety plan in place on how to deal with it. Need to make sure there are SOP's in place for due diligence and protect from risks but not stop research. SOP's should clarify things like – purpose build chargers, storage, venting, fire extinguishing (right type, training, etc), CSA approved, regular inspections for damage, etc. Risk assessment needs to be done – size matters
- (4) Membership and training: List being updated, JHSC, first aid, etc. Need to get this onto safety boards and have after hours contacts.
- (5) viii. NEW – ECE – Calls into security due to a lot of drug paraphernalia and people sleeping in buildings, and around building. Issue with doors not being locked regularly. Note that campus security has full first aid, naloxone kits and can be a great support as needed.
- 6) Next Meeting Date: September 18, 2024, via Teams at 10:30-12:00 pm
 - i) Motion to Ajourn – Noushin, seconded by Gabe, all in favour.



John McKay, Chair

SMITH ENGINEERING JOINT HEALTH SAFETY COMMITTEE

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Safety Manual	Chemical Engineering	https://smithengineering.queensu.ca/chee/about/saf
Safety Manual	Civil Engineering	https://smithengineering.queensu.ca/civil/about/saf
Safety Manual	Electrical and Computer Eng.	https://smithengineering.queensu.ca/ece/about/saf
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