

University of King's College
Occupational Health & Safety Committee
Meeting Minutes
March 5, 2015

Present: Monica Farrell, Robert Hall, Nicholas Hatt, Doug Kirkaldy, Chris Parsons, Sharlene Salter, Kelly Taylor, Gerald Wilson

Regrets: Neil Hooper, Tim Ross

Meeting Minutes

1. The committee welcomes Kelly Taylor as Food Services representative
2. Approval of Agenda – Hall/Farrell
3. Approval of Minutes – Salter/Kirkaldy
4. Business Arising
 - a. **Smoking** – Mr. Kirkaldy reported that Dr. Barker was unable to attend the last Faculty meeting so discussion of the university smoking policy and implementation plan was deferred to the next Faculty meeting. Mr. Parsons noted that time is of the essence if we want to implement the smoking policy in September. Mr. Hatt & Mr. Kirkaldy reported that they are prepared to present the OH&S recommendation at the Faculty meeting in March, if required.
 - b. **Campus Security** – At Mr. Kirkaldy's question, Mr. Wilson reported that they have received positive comments about the new security company's presence on campus. At Ms. Salter's question about security door knob checks, Mr. Wilson reported that Security does not check door knobs to confirm that doors are locked when they complete rounds of buildings on campus.
 - c. **Safety/Accident Report Form** – After discussion about the lack of mental health reporting in the provincial Occupational Health & Safety Act the updated King's Accident Report form was approved by OH&S. The updated form will be posted on the King's website. Mr. Hatt reported on his discussion with Alex Doyle, Facilities Director. Safety for staff, faculty & student fall under the umbrella of the Emergency Management Working Group, chaired by Mr. Doyle. More information will be available after the group's next meeting.
5. New Business
 - a. **Ice & Snow Issues**- Ms. Salter inquired about ice and snow removal procedures on campus. Mr. Wilson reported that due to unusual winter weather Facilities has been dealing with exceptional snow & ice removal situations and have purchased a new piece of equipment to aid in ice breaking. At some committee member requests Facilities will have the Coburg Rd. driveway entrance widened. Ms. Taylor reported that concrete on the back steps behind Prince Hall is deteriorating. Mr. Wilson will have the exit declared an emergency exit until repairs can be completed as the door also exits into a parking lot without using the stairs. Mr. Hall commended Facilities on dealing with difficult weather issues.

Next meeting – April 23 @ 1:00pm

Adjourned – 2:54pm (Hatt/Farrell)