

# King's Occupational Health & Safety Committee

## Meeting Minutes

September 15<sup>th</sup>, 2020

Attending: Ian Wagschal, Dolly McIntyre, Tim Ross, Katie Merwin, Tanisi Pooran, Trisha Miles, Gordon McQuat, Mason Carter, Patricia Chalmers, Benjamin von Bredow, Trisha Miles, Katie Merwin, Tanisi Pooran, Sheldon Gouthro, JM Nsengiyumva, Ashleigh Baxter, Ranall Ingalls

Regrets: Adriane Abbott, Tim Lade, Michael Bennett, Daniel Orovec

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The purpose of this meeting is to review the safety Plans from the various departments on campus and approve a campus wide plan, with emphasis on specific items.

### Approval of Minutes from Aug 26<sup>th</sup> Meeting

- Gordon, Ben, and Tim approve of the August 26<sup>th</sup> Meeting Minutes

### Review of the PRIDE Safety Plan

- Mason Carter's emails and Instagram messages went un-responded; Em and Sarah were unable to join the committee
- OH&S Committee Approved of the PRIDE Safety Plan
- **Action:** The PRIDE Society will submit a safety plan if they hope to have any in-person activities over the school year

### Review Athletics Phase 3, 4, and 5 (rental groups) Plans

- Trisha Miles walked the committee through Phases 3, 4 and 5 of the Athletics Plan
- After meeting with Katie, Trisha and her team have decided to wait another week to see how things progress with students living in residence before opening. Potential opening date is September 22<sup>nd</sup>.
- Update: Students must book 48 hours beforehand; 5 people allowed in the cardio room and 3 people allowed in the weight room at a time; every other cardio machine will be blocked off to promote social distancing; equipment will be wiped down twice (once by the user and once by a staff member) between guests, etc.
- Same screening and booking process as Phases 1 and 2 for the basketball court
- Trisha met with DalPlex and Canadian Game Centre to review their safety plans and gain some insight into how they are operating during these COVID times
- No outside users or community members in the gymnasium; Only King's students, faculty and staff
- Committee discussed if it was worth having 3<sup>rd</sup> party groups on campus because our insurance does not cover the impacts of COVID on campus. We have to weigh if the financial impacts of a potential COVID lawsuit outweigh to the benefits of renting out the

spaces externally. It is worth noting that other schools in the HRM are no longer renting out their gymnasiums – so the demand has increased and Trisha is fielding many requests

- OH&S Committee Approved of Phase 3 and 4 of Athletics Safety Plan
- **Action:** Consider opening windows in the weight room (adding a procedure to open windows and put up fan).
- **Action:** Trisha to describe why they chose the capacity numbers of 3 and 5 for the weight and cardio rooms within the Athletics Safety Plan
- **Action:** Trisha to meet with the athletics team, President William Lahey, and the rental groups to discuss Phase 5 of the Athletics Safety Plan

#### Review Library and Archives Safety Plan

- Patricia Chalmers provided an update from The Library now that school has commenced.
- They are open to Dalhousie students taking King's courses, King's students, faculty and staff; they are only admitting people to the reading room on the mail floor, all study stations are 6 feet apart; students can book ahead for 10:00-1:00pm or 2:00-5:00pm study times, they are also allowing walk-in appointments; Students are met by a staff members who has them sign a declaration form
- Tanisi Pooran's Equity Officer Safety Plan and The Library's Safety Plan do not conflict with one another
- Mason has been receiving many inquiries from students about accessing the library – Patricia shared a general email address they contact to book a space and learn more about the library services during COVID.
- The Day Students, who often come into town with their parents, were inquiring about other places that were available for studying in and around campus, specifically between 12:00 and 1:00 pm when the library is closed for cleaning.
- Ashleigh asked about the declaration form, ensuring that students do not have to disclose if they have previously been diagnosed with COVID-19.
- The committee asked if students who live in the same household bubble would be able to study at the same library table. Committee advised against allowing this.
- **Action:** Patricia to update her staff on the Occupational Health & Safety Committee Meeting

#### Review Chapel Safety Plan (6B, discuss 4D for future)

- Section 3D (a maximum of 3 singers plus a director may congregate in the Chapel for choral practices) was approved at the last meeting. The Chapel would like to increase this to 8 singers and a leader (9 people at a time). This would allow for a modest, choir program while still respecting the provinces 4m requirements. Paul would like to host evensongs on Wednesday evenings which would be without a congregation but livestreamed.
- Father Ingalls reminded us that some of our students received scholarships for singing and chose King's because they want to sing.
- This was approved by the OH&S Committee Members
- Committee suggested replacing the words 'neutralized' with 'mitigated' when discussing COVID impacts.

- Father Ingalls and Benjamin walked the committee through what a shared meal off campus would look like; having a staff members present from the beginning, helping to organize the placement of chairs and encourage hand washing upon arrival, keeping attendance, etc. They hope to train students in proper COVID safety procedures.
- The committee raised questions about what role King's has in the private homes of our students and what our responsibility is, while considering the fact there is no exchange of money for the meal
- While a waiver form is not required for an off-campus meal, the way it would for an off-campus hike, it is still encouraged to keep a list of participants for contact tracing
- Although not COVID-specific, Mason asked if students and staff had proper Safe Food Handling training
- The committee discussed the possibility for outdoor worship with 25 guests. Similar to the library discussion, members wondered if social distancing was between people or bubbled groups. The Chapel prefers to allow bubbles not to distance in outdoor events. Father Ingalls does not see this happening in the King's quad, and hopes to ask members of the chapel if they have land, a lawn, or parking lot available for use (washrooms?).
- The discussion broadens as we move past groups of 10 people or less, and when we are talking about off-campus spaces
- **Action:** The Chapel to consider organizing a mini orientation, creating a one-page of facts, or sharing a short video, etc. to share with students who are preparing, handling, cooking, and serving food. Something that outlines some stapes (wipe down your surface, be aware of allergies, how to cook meat, items to keep refrigerated, etc). Tim Ross and JM to look through their food safety and handling resources to share with The Chapel.
- **Action:** Chapel is hoping to purchase Dyson fans
- **Action:** The Chapel and OH&S Committee to continue to think through outdoor worshipping shared meals off campus.

New Business and schedule next meeting

- Next OH&S Meeting scheduled for Thursday October 1<sup>st</sup> at 9:00 am.

Meeting adjourned