

October 9th 2025

OH&S Minutes

Attending members: Rob Fennell, Terry Slaunwhite, Chris Farthing, Jeff Armstrong, Dave.C, Sam Graham.

Meeting called to order by OH&S Chair: Rob Fennell.

-**Rob. F** Ask the committee if anything that is needed to be added to our previous minutes of May 28th 2025. Nothing was added.

-**Rob. F** asked if the Covid testing kits can be taken off our website since we no longer provide kits.

-Next Rob. F brings up about the First aid training last April we sent Chris. F and Jen. D for off site Training and now we need to look at sending another two people to be sent for off site First aid training and that we might send two people each year to keep a rotation of getting people trained and also saving money in the process.

-Our Terms of Reference is Finished, Rob. F just attached it to the OH&S committee agenda sheet, he also sent it along to the leadership team so that their work is done and is up to date.

-Next on our topic is Snow delay or closer for the Library. Who has authority to do so without the Dean's approval? Because in the past it's always required the Dean to say Yes or No on this. If there is snow or ice could they open later or close early if it was getting worse and dangerous or also if power is loss thus having no heat or lights in the building.

Rob. F talked to acting Dean Susan MacAlpine-Gillis about this and she was fine with this approach to let the library team decide on their own and Rob. F also had spoken with Heather Moodie as well and she thought it look good. So when the library staff decides to delay opening that they will send it to our communications person who will post is on our social media and website.

-Rob. F noted in our minutes from our last meeting that there was a note about communication between the residence and maintenance and possibly getting a database. The maintenance staff informed since that meeting they have Been working with IT and the database should be up and running in a week or so. The program being used for the database is called Buildium.

-Update on the railings on the president lodge. Terry. S Informed that this has been completed and we will be working of the stair railings in the chapel next.

-Last meeting Jeff. A had a Question about having a policy on what practice should we do if someone starts wanting to camp on the campus grounds or if someone is just hanging out down by the water to enjoy the sun, how do we handle the situation. Rob. F mentioned he will give this information to our president Heather McCance to see how we should proceed.

-Plans on the next Fire drill, Terry. S said that it was planned for the night before but was rescheduled do to rain and is now planed for the following week.

-Rob. F asked to OH&S committee to look over a few out of date polices and make some notes to talk over at our next meeting.

Next meeting possible first week of December 2025.