

Queen's University Library

Joint Health and Safety Committee

DATE: September 18, 2025

TIME: 11:00 AM

Chair: Nany Petri

Minutes: Gladys Ndungu

Present: Nancy Petri, Doug Ottney, Ken Hernden, Rachael MacDermid, Kate Ducharme, ,
Dianne Conner, Nathalie Soini

Regrets: Dan Langham

1. Approval of agenda. Approved.
2. Approval of minutes: May 29, 2025. Approved.
4. Business Arising: Nothing new- Inspection schedules posted and upto date. Queen's University Workplace Injury Statistics for 2024 is out and will be shared.
5. Other/New
 - **Recap of issues and resolutions this summer:**
 - Archives –Conservation Lab Ceiling Leak – Paint/Plaster fell – Tested – No hazardous material
 - Maps Ceiling Hatch – Tested – Mold present – Remediated
 - Jordan – Conservation Lab Odor – Concern over hazardous particulates – Tested – No remnant gasses or particulates in the ventilation system were found
 - Education – Racoon in Library – Facilities fixed the hole and Abel attended
 - Douglas – HVAC issue – New chiller caused uneven temperature levels – Has been addressed
 - Stauffer – HVAC issue – High humidity and limited cooling in some areas –mostly addressed
 - Stauffer Lower Level – Mold present – Test – Remediated – Retested and no signs of mold regrowth
 - Douglas south emergency exit – floor tiles tested contain asbestos – the hallway is safe to use during evacuation – PPS has it on the list for abatement
 - Education (DMH) – Odor resulting in Emergency evacuation – fixative used for concrete curing was the reason for the odor.
 - Head of Education Library - When the evacuation happened, Nathalie had trouble communicating with someone in Administration and the Dean was asking that the building be shut down. Couldn't get hold of Nancy who was off that day.

They had to leave the building as two staff members were complaining of headaches

- Nancy: If there was a decision to close the library, communicate with HR so that the Union can be notified. Request to include HR in any comms that go out to staff.
- Stauffer ATC – Ongoing HVAC issue – low temperatures in the ATC offices all summer – Ongoing – Facilities have taken responsibility for this.
- Doug Update on ATC HVAC - Facilities Operations Manager, attended the area last week and spoke with staff. Temperature readings were taken and following further conversations and investigative work by their staff, they have found a mechanical issue confirming that the air handler for this area was not working properly. Aaron attended the area again today and it was confirmed by staff that as of last week, temperatures in the area have been more comfortable. He mentions that he is still doing some work to complete his investigation.

Doug Facilities update-It took a while this summer but facilities did come in to fix slabs leading up to the Union gallery that was uneven and unsafe. These has been fixed; stones had sunk in the rotunda (tripping hazard) have been corrected within the last two weeks. What facilities are prioritizing Health and Safety issues.

5. Safety Officer's Report

- Injury reports – 2 to report since May
 - Cut hand from a slip and fall and breaking of Glass (CUPE staff)
 - Staff member stepped on a tuck which went through flip flop got a tetanus shot (USW staff)
 - Both no lost time and reported at the time.
- Security reports
- May – NOPed person at desk for computer access – Recognized and Reported to Campus Security – Patron escorted out of the library without incident
- July – Observed theft of people stealing bikes – reported to Campus Security, by the time security arrived they had left
- July – Patron inappropriate questions at IS desk in SL – Reported to Campus Security – staff member supported by supervisor – Patron escorted out of the library without incident
- September – NOPed person at desk for computer access – Reported to Campus Security – Patron escorted out of the library without incident

6. Reports from Members

- Dianne- The only report is that Ken and Dianne are scheduled to inspect Watson Hall LINQ/AEAC at Rideau Building
- Ken-nothing new to report
- Doug-nothing new to report

- Kate -nothing new to report
- Rachael-nothing new to report
- Nathalie- Nothing new to report except scheduled for inspection Douglas Ground Floor, Eng/Sci, 3rd floor, MQUP
- Gladys Ndungu- Nothing new to report
- Nancy-Nothing to report except that will share Queen's University Workplace Injury Statistics for 2024 after meeting.

7. Next meeting

- November 13. Chair: Dianne, Minutes: Rachael