

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

Date: Wednesday May 20th, 2026, via Teams

Scheduled Time: 10:30 am – 12:00 pm

Invited:

Dan Langham; Graeme Boyd; John McKay; Engineering Health and Safety Committee; Gabrielle Whan; Kyle Strike; Vanessa Wood, Peter Rowsome; Stephanie Wilson; Larry Steele; Aref Soltani; Natalie Niro; Samantha Samson; Noushin Rajabalinia; Nicholas Hudon; Jennifer McKenzie; Karen Charmbury

Tentative:

Regrets: Dan Langham, Samantha Samson, Jennifer Mackenzie

- 1) Meeting called to order by: John McKay
- 2) Minutes from previous meeting, March 18th, 2026 were circulated for review.
 - Note that April meeting was cancelled due to a conflict with the Provost Townhall meeting. Mandate is to have a meeting every quarter, so missing one is acceptable.
- 3) Incident/Injury Reports:
 - No injury/incident reports.
- 4) Inspections:
 - i) Beamish-Munro Hall – report pending
 - ii) ETLT Team – report pending
 - iii) Dupuis East – Report was attached to email invite late, so comments can be made to John later.
 - iv) RTML Complex
 - v) Larry Steele has returned and will resume coordinating inspections. The plan is to clear as many inspections as possible over the summer, including remote inspections.
 - vi) Reminder that an F-150 truck is available for transportation to on-site inspections. It is parked across from BMH in the Mitchell parking lot. Book at least a couple weeks prior because there is a process which includes a driver's abstract and insurance affidavit. Reach out to Kyle Strike for more information. A program for managing and tracking use is in the development stage.
- 5) Old Business:
 - i) Goodwin Hall crash bar is pending. Ensured inclusion in facilities' fire alarm inspections.

- ii) Recommendations for the McLaughlin Hall roof remain in progress and will be finalized and submitted to Facilities as soon as possible. It was noted that Facilities are doing roof repair for a leak directly where the heat trace is proposed. Todd Hartrick will loop in the area manager to discuss coordinating both projects. Discussion around whether former area manager has been replaced and Gord Meacher was brought up as a potential point of contact.
Also, spoke about campus areas and the buildings associated with each. Ellis Hall was identified as being within Area 1, while McLaughlin Hall falls within Area 3. Area 2 included Mitchell, Beamish-Munro, Dupuis, Goodwin, Walter Light, and Nicol. The areas may be subject to change in the future.
- iii) Teams Bay ventilation and cameras are in progress. Current update re. ventilation was that the architect provided PPS with detailed designed drawings for tender, but a quote has not yet been received. Funds transfer cannot be completed until the quote is confirmed. Then it can be approved and go out to tender through the normal project process. The expectation is to have the work completed by the third or fourth week of August. The wiring for the cameras is complete, but faculty IT are waiting on a server they ordered which has not arrived yet. Cameras may be going up but they will not be live until the server is in place. Hoping to have cameras in place through Beamish-Munro by the time school starts in the fall.

6) New Business:

- i) Lithium battery emergency stations - Work is underway to prototype lithium battery emergency response stations, in collaboration with the Kyle Strike's team at Beamish-Munro. A team in the Teams Bay area successfully put out an overheating battery by containing it with sand in a bucket. The idea is to put some stations at various places in the building. The proposed stations will include simple equipment and clear instructions for managing overcharged or damaged lithium batteries. Input will be sought from technologists/technicians to ensure appropriate signage and placement. If successful, a standardized approach may be shared with other departments that use lithium-ion and lithium-polymer batteries. Thousands of lithium batteries are being used and there is no battery disposal system, as contractor arrangements are no longer in place.
- ii) Formula SAE team race car - Gabe Whan's team supported the Formula SAE team in the McLaughlin parking lot during commissioning and safety testing of their new electric race car. This was the first time they connected the power pack. The testing involved the integration of the vehicle's custom-built accumulator (battery pack and associated electronics) with the car. It was noted that the accumulator is like the engine and power for the car, is about 18 inches in length and 12 inches high and contains \$10,000 worth of batteries. The voltage is around 440-50 and contains enough current/voltage to deliver a very big shock. The accumulator has to be lifted up from underneath the car to be secure, only certain people are able to touch it and they need to wear certain PPE.
The team has been working with QPower to complete the electrical work.
While the race car is not yet operational and additional troubleshooting is required to resolve high-voltage system issues, significant progress was made in updating safety procedures. Gary Neff and Adam Kordick provided extensive support in navigating through procedural issues of getting it commissioned and installing the accumulator. The exercise provided valuable learning opportunities for all involved and increased confidence in the safety measures surrounding

future vehicle testing. Next step is to take the car for testing. The team will keep the accumulator separate during travel and then install it on-site. Competition is in a few weeks.

- iii) Hot weather protocols - Protocols have been shared on the faculty safety page. Humidex monitors were distributed last year to measure the combined effects of temperature and humidity, helping assess how workable building areas are. Protocols are in place for people working in extreme heat situations, especially in some of the older buildings on campus. There are Teams rooms and air-conditioned spaces where people can move their laptops to, if necessary. Kyle Strike mentioned that there are group rooms available if there is a need. Concern was raised about Jackson and Nicol; steam will not be off until end of May and the heat can be felt from the pipes.

Discussion around relocating people to cooler places like the group rooms at Beamish-Munro. Suggestion was to move people, when there are legitimate concerns, until there is no more space, which will show that every attempt to accommodate has been made, in the hope that decisions will have to be made about cooling systems.

Staff are encouraged to report any heat-related concerns directly to John McKay so they can be addressed promptly, including discussing on-site. Additional Humidex monitors can be purchased due to their low cost if needed. Recognition that summers are becoming increasingly hot due to climate change and people need to be cared for.

- iv) RTML Complex at Grant Timmons Drive security issues – The complex has had several break-ins. Part of the property falls under the Canadian Nuclear Safety license and a better response plan and security system needs to be implemented. There is a risk of someone getting into the nuclear area. General safety needs improvement, as locks can get cut off and boards can be ripped off. Campus security will not attend the area and there is no funding for better security, lights, and internet. The last break-in was in the Energy Lab where someone climbed through a 14-inch hole.

The area is within the geofence for the SeQure App. Londry Alarm Systems was suggested as a possible monitoring solution. Gabe Whan noted that the buildings are alarmed but campus security will not attend if there is an issue. Instead, they call someone else and by that time it is too late. The concern is that policies and procedures are very uneven between remote sites and main Campus. A concern was also raised for remote workers who use city bus transportation that only comes once every half hour. One idea brought forward is to install cameras which have been shown to reduce vandalism, for example, in campus residence buildings.

Ongoing security concerns were also noted at the Energy Lab, including repeated theft of copper and other materials despite fencing and locks. There was a break-in shortly after a contractor demobilized two chillers and a battery backup. Concern around unhoused people camping on the K & P trail directly behind the complex.

Potential solutions discussed included hiring an independent security company (cameras and alarms), improved lighting, and transportation for users to and from campus to improve safety. The possibility of coordinating with neighbouring companies or shared security services was also raised as a potential cost-sharing option.

- v) AEDs and placement around Engineering spaces - Corinne Daly who has been event organizing for the Faculty Office brought up that there are no AEDs installed near classrooms where events are held and food is served. Suggested a review of locations, as boardrooms where interviews are held also do not have AEDs in the vicinity. In Mitchell, there is one in a locked gym corridor which is the property of the ARC and one in the SWS clinic. Neither of these locations are accessible after 4 pm or on weekends when many events are held. Stephanie Wilson offered to inspect AEDs along with the fire extinguishers. It was brought up that Health & Safety was coming up with a new policy, as there is a new law in Ontario. Mentioned that Dupuis Hall also does not have an accessible after-hours AED. Beamish-Munro does have one in a public space on the main floor with a visible sign.

The process through EHS of purchasing, mounting, and getting the AED registered was discussed. Safety officers would need to inspect it, make sure the pads are replaced before the expiration date, etc. There is no campus-wide requirement policy, but AEDs can be added. Placement in Mitchell was discussed, as well as in Engineering lab spaces.

7) Adjournment:

- Next meeting scheduled for June 17th.