

1786-1161-1 (MCE)

**MAPPING AND CHARTING ESTABLISHMENT (MCE)**

**WORKPLACE HEALTH AND SAFETY COMMITTEE MEETING - GOLDENROD**

**MS Teams at 0900 hrs – 18 February 2026**

**Labour (L) and Management (M) Attendance:**

|   |                        |                                                                   |         |
|---|------------------------|-------------------------------------------------------------------|---------|
| L | Katherine Facey        | Co-Chair                                                          | Present |
| M | Maj L. Padilla-Ramirez | Co-Chair                                                          | Present |
| L | Mike Patterson         | Goldenrod 2nd Floor North Rep                                     | Present |
| L | Sgt M. Obersnel        | Goldenrod 2nd Floor South Rep (filling in)                        | Absent  |
| L | WO R. Nixon            | Goldenrod 4th Floor                                               | Present |
| L | Cpl Bridgman           | Goldenrod Gym Rep                                                 | Absent  |
| M | WO S. Lavergne         | Goldenrod Emergency Mgmt Rep                                      | Present |
| M | Natalie Bouvier        | Unit General Safety Officer (UGSO) and MCE Accommodations Officer | Absent  |

**Invited Guest Attendance:**

|                   |                                              |         |
|-------------------|----------------------------------------------|---------|
| David Eggenberger | BGIS Goldenrod Property Services Coordinator | Present |
| Kelly O'Reilly    | BGIS Property Manager                        | Absent  |
| Tania Wall        | BGIS Associate Property Manager              | Present |
| Laura Lachapelle  | BGIS Health and Safety Coordinator           | Present |
| Maj V. Gallant    | DCO MCE – Goldenrod Building Senior          | Absent  |
| CWO T. Knight     | RSM MCE                                      | Absent  |

| Discussion                                                                                                                                                                 | Status | Action |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| 1. <u>Call to order</u> . Quorum confirmed. Meeting started at 0906hrs.                                                                                                    |        |        |
| 2. <u>Previous Minutes</u> . No issues presented from January minutes.                                                                                                     |        |        |
| 3. <u>DND 663 - General Safety Hazardous Occurrence Reports</u> .<br>a. Number of Reports for January (0).                                                                 | Info   |        |
| 4. <u>Indoor Air Quality, Drinking Water Quality and Radon Reports</u> .<br>a. Latest air report: 16 Dec 2025 (tested every 3 months). All parameters within normal range. | Info   |        |

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| <p>b. Latest water report: 06 Jan 2026 (tested every 6 months). All health-related parameters tested were observed to be well within the applicable criteria.</p> <p>c. Latest radon report: Apr 2017 (tested every 10 years)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |                                                   |
| <p>5. <u>Mandatory Workplace Harassment and Violence Prevention (WHVP) Assessments.</u> CO supported plan for CoC to complete the assessment and OSH Committee to review. Adj sent list of personnel responsible for each aspect of the assessment. Designated individuals to submit feedback to Adj. Process to be completed early 2026. Awaiting feedback. Co-Chair (M) to facilitate process and provide updates.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Open | Co-Chairs / CO                                    |
| <p>6. <u>Workplace Emergency Evacuation Procedures Document.</u> BGIS Property Manager will have plans for all floors updated. Will ensure consistency of plan layout styles for all floors. Kim Burkhart (BGIS) tasked. Awaiting update.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Open | BGIS                                              |
| <p>7. <u>Coordination for Emergency Evacuation.</u> Develop a new plan for approval and socialization with the unit – to be discussed and updated early 2026 (from DCO). Process is ongoing. Equipment has been ordered. WO Lavergne working with HQ SM to coordinate meeting with other units in the building.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Open | Emergency Management Rep / UGSO / Building Senior |
| <p>8. <u>Water Quality concerns.</u> Co-Chairs formulate plan of action to address concerns from the survey. Common themes in the results indicated a lack of information and transparency with communication.</p> <p><b>Common Concerns:</b></p> <p><b>1. Poor communication regarding severity of initial lead incident</b></p> <ul style="list-style-type: none"> <li>- Perceived as desire to "hide the truth"</li> <li>- Lack of clarity on the level of "seriousness"</li> <li>- Lack of clarity on testing methodology and frequency</li> </ul> <p><b>Potential mitigation:</b></p> <ul style="list-style-type: none"> <li>- Provide test results</li> <li>- Post link to OSH Committee page on OSH Committee board</li> <li>- With link, state on that air, water, radon and other test results are available there for all pers to see.</li> </ul> <p><b>2. Lack of clarity and conflicting messages on lead issue having been addressed</b></p> <ul style="list-style-type: none"> <li>- Signs with conflicting signals - "there's no lead in the water, but use the fountain that filters lead"</li> </ul> <p><b>Potential mitigation:</b></p> <p>Replace "negative" signage</p> <p><b>3. Cannot rely on water filling station for clean water</b></p> <ul style="list-style-type: none"> <li>- Only one filling station on the floor</li> <li>- They don't even know if it filters lead</li> </ul> | Open | UGSO / BGIS / Co-Chairs                           |

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| <ul style="list-style-type: none"> <li>- They don't trust that the filters are replaced and just assume the "reset" button gets hit once the filters reach EOL</li> <li>- When that one breaks, it does not get fixed in a timely manner</li> </ul> <p><b>Potential mitigation:</b><br/> Request a second filling station be installed on the floor<br/> Install highly visible positive signage – This fountain complies with NSF standards and filters for the following...<br/> Provide link to manufacturer's page for the product that verifies these claims (<a href="https://www.elkayfiles.com/spec-sheets/lzo8wssk_spec.pdf">https://www.elkayfiles.com/spec-sheets/lzo8wssk_spec.pdf</a>)<br/> Provide sign that states filter replacement conditions (1 year, 3000 gallons)<br/> Provide information on filter replacement process – "If light turns yellow / is red, submit an NSCC ticket<br/> The strategy is to provide better communication to the building occupants.<br/> Information poster to be posted near the water fountains. A notice with a weblink to building test results will also be posted.</p> |        |      |
| 9. <u>Water Leak from Penthouse to 4th floor.</u> Reinstatement for the leak is with the BGIS project team and expected to be completed in next fiscal year.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Open   | BGIS |
| 10. <u>AED sign in kitchen (Room 424)</u><br>Needs to be better secured; only attached with one screw and it can fall off. Sign has been secured.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Closed | UGSO |
| 11. <u>Mounted First Aid Kits Difficult to Access.</u><br>Mounted to the wall so when opened, items easily fall out. UGSO to find a more convenient solution to access band-aids, possibly by acquiring band-aid dispensers.<br>Request for band-aid dispensers has been submitted to PSPC.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Open   | UGSO |
| 12. <u>Round Table.</u> Smell of diesel detected on the 2 <sup>nd</sup> floor for a short time on Feb 16th. Possibly due to OC Transpo bus congestion at Tunney's Pasture. Everyone to monitor for repeat occurrences. No action.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Info   |      |
| 13. <u>Open Discussion.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |        |      |
| 14. <u>Next meeting.</u> Continue to meet 3rd Wednesday of each month (usually not over the Summer holidays); next meeting is 25 March 2026 at 0900hrs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |        |      |
| 15. <u>Adjournment.</u> The meeting concluded at 0920hrs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |        |      |

K. Facey  
Civilian  
Co-Chair (L)

L. Padilla-Ramirez  
Maj  
Co-Chair (M)

APPROVED

T.J. Kelley  
LCol  
CO MCE

DISTRIBUTION LIST

OSH Membership (to be posted on OSH bulletin boards and SharePoint)

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