

1786-1161-1 (MCE)

MAPPING AND CHARTING ESTABLISHMENT (MCE)

WORKPLACE HEALTH AND SAFETY COMMITTEE MEETING - GOLDENROD

MS Teams at 0900 hrs – 22 April 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	Cpl J. Van Der Vleuten	Goldenrod 2nd Floor South Rep (filling in)	Present
L	WO R. Nixon	Goldenrod 4th Floor	Present
L	Cpl Davis	Goldenrod Gym Rep	Present
M	WO S. Lavergne	Goldenrod Emergency Mgmt Rep	Absent
M	Natalie Bouvier	Unit General Safety Officer (UGSO) and MCE Accommodations Officer	Present

Invited Guest Attendance:

David Eggenberger	BGIS Goldenrod Property Services Coordinator	Present
Kelly O'Reilly	BGIS Property Manager	Absent
Tania Wall	BGIS Associate Property Manager	Absent
Laura Lachapelle	BGIS Health and Safety Coordinator	Absent
Maj V. Gallant	DCO MCE – Goldenrod Building Senior	Absent
CWO T. Knight	RSM MCE	Absent
MWO R. Rouleau	Filling in for Goldenrod Emergency Mgmt Rep	Present
Sgt M. Obersnel	Filling in for Goldenrod Gym Rep	Absent

Discussion	Status	Action
1. <u>Call to order.</u> Quorum confirmed. Meeting started at 0902hrs.		
2. <u>Previous Minutes.</u> No issues presented from March minutes.		
3. <u>DND 663 - General Safety Hazardous Occurrence Reports.</u> a. Number of Reports for March (0).	Info	
4. <u>Indoor Air Quality, Drinking Water Quality and Radon Reports.</u>	Info	

a. Latest air report: 16 Dec 2025 (tested every 3 months). All parameters within normal range. b. Latest water report: 06 Jan 2026 (tested every 6 months). All health-related parameters tested were well within the applicable criteria. c. Latest radon report: Apr 2017 (tested every 10 years)		
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. Co-Chair (M) to facilitate process and provide updates. Adj. assigned a student to help complete process by end Apr. Student has sent Co-Chairs the WHVP doc for the Committee to review.	Open	Co-Chairs / CO
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 Burchart (BGIS) tasked. As-built drawings need to be created at tenant cost. Awaiting funding for next fiscal (Apr). No update. UGSO to reach out to BGIS (Kim and Kelly are the POCs).	Open	BGIS
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. Awaiting floor plans. To be completed mid-June. WO Lavergne to hand off this task. Co-Chairs to inquire with MWO Rouleau.	Open	Emergency Management Rep / UGSO / Building Senior
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. Common Concerns: Cannot rely on water filling station for clean water - Only one filling station on the floor - They don't even know if it filters lead - They don't trust that the filters are replaced and just assume the "reset" button gets hit once the filters reach EOL - When that one breaks, it does not get fixed in a timely manner Potential mitigation: Request a second filling station be installed on the floor	Open	UGSO / BGIS / Co-Chairs

Install highly visible positive signage – This fountain complies with NSF standards and filters for the following... Provide link to manufacturer's page for the product that verifies these claims : https://www.elkayfiles.com/spec-sheets/lzo8wssk_spec.pdf Provide sign that states filter replacement conditions (1 year, 3000 gallons) Provide information on filter replacement process – “If light turns yellow / is red, submit an NSCC ticket. The strategy is to provide better communication to the building occupants. In progress, BGIS creating signage – currently in translation. Translation almost complete.		
9. <u>Water Leak from Penthouse to 4th floor.</u> RP4P002124 (Tenant Funded) SSA Equipment Damage 4th Floor Urgent reinstatement from water impacted materials (carpet, ceiling tiles, drywall, painting) from Chiller #2 (tenant owned) water leak Apr 21 Update – Project Manager/Project Admin are in the process of issuing SSA to Shared Services Canada (SSC) in order for work to continue. SSA was emailed to tenant April 20th, 2026. Roof repairs to occur this summer. There are longer-term plans for a detailed roof inspection and replacement. USGO to reach out to BGIS for timeline for cubicle reinstatement.	Open	BGIS
10. <u>Mounted First Aid Kits Difficult to Access.</u> 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. Request for band-aid dispensers has been submitted to Procurement. ETA in the next fiscal year.	Open	UGSO
11. <u>Flooding - CFJIC Area - Mar 9th, 2026</u> 1. RP4P000482 – Foundation Water Infiltration Investigation - A basement water leak in the SSC/DND high security CFJIC area, mechanical rooms B-68 and B-64. It is suspected that the exterior underground weeping tiles are in poor condition and are not dissipating the water away from the foundation. Investigation option for repair. Apr 21 update – The study will carry-over to FY 2026-27 to complete the additional scope of work. 2. Asbestos was identified within the Texture Coat (AS-02 A-C, 1% Chrysotile Asbestos) observed on the perimeter wall within Zone 5 (B22). Abatement Required. 3. Based on April 9 air testing (B-009, E-08, B62-B63) - no immediate concerns were noted regarding airborne spores within the areas where the samples were collected. Currently being handled by the CFJIC OSH Committee. Co-Chair to inquire CO CFJIC about the status of the cleanup.	Open	Co-Chair
12. <u>Round Table.</u>		
13. <u>Open Discussion.</u>	Open	UGSO

14. <u>Next meeting.</u> Continue to meet 3rd Wednesday of each month (usually not over the Summer holidays); next meeting is 20 May 2026 at 0900hrs.		
15. <u>Adjournment.</u> The meeting concluded prematurely due to fire alarm at 0917hrs, after discussion of agenda item 9.		

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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