

1786-1161-1 (MCE)

MAPPING AND CHARTING ESTABLISHMENT (MCE)

WORKPLACE HEALTH AND SAFETY COMMITTEE MEETING - GOLDENROD

MS Teams at 0900 hrs – 17 June 2026

Labour (L) and Management (M) Attendance:

L	Katherine Facey	Co-Chair	Present
M	Maj L. Padilla-Ramirez	Co-Chair	Absent
L	Mike Patterson	Goldenrod 2nd Floor North Rep	Present
L	Cpl J. Van Der Vleuten	Goldenrod 2nd Floor South Rep	Absent
L	WO R. Nixon	Goldenrod 4th Floor Rep	Present
L	Cpl Davis	Goldenrod Gym Rep	Present
M	MWO R. Rouleau	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	Absent
Maj V. Gallant	DCO MCE – Goldenrod Building Senior	Absent
CWO T. Knight	RSM MCE	Absent
MWO I. McDonell	Alternate Goldenrod 4th Floor Rep	Absent
Eric Fisher	BGIS Health and Safety Coordinator	Present
Cpl J. McHugh	Goldenrod 2nd Floor South Rep (filling in)	Present
WO S. Lavergne	Outgoing Goldenrod Emergency Mgmt Rep	Present

Discussion	Status	Action
1. <u>Call to order.</u> Quorum confirmed. Meeting started at 0901hrs.		
2. <u>Previous Minutes.</u> No issues presented from May minutes.		
3. <u>DND 663 – General Safety Hazardous Occurrence Reports.</u>	Info	

a. Number of Reports for May (1).		
4. <u>Indoor Air Quality, Drinking Water Quality and Radon Reports.</u> a. Latest air report: 04 Mar 2026 (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)	Info	
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. No update. Co-Chair away.	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. BGIS to work with consultant who will advise whether as-built drawings are required to move forward. If as-built drawings are required, they will be created at tenant cost. BGIS to provide update next meeting.	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. MWO Rouleau has taken on this task. Plan has returned from DCC. MWO Rouleau going through the plan right now and sending it back for finalization with DCC.	Open	Emergency Management Rep / UGSO / Building Senior
8. <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.	Open	BGIS

USGO to reach out to BGIS for timeline for cubicle reinstatement. BGIS Property Manager to investigate status and will work with USGO for the restatement of the cubicle. No update from BGIS. USGO away.		
9. <u>Mounted First Aid Kits Difficult to Access.</u> Mounted to the wall so when opened, items easily fall out. USGO 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. USGO to reorganize the boxes to prevent supplies from falling out (no shielding required). No update. USGO away.	Open	UGSO
10. <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. BGIS Associate Property Manager stated that foundation inspection and repairs are ongoing. Left open for tracking purposes. A more thorough inspection occurred behind furniture. Plan in place to remove more carpet tiles and patch interior wall.	Open	BGIS
11. <u>NEW – Elevator Service Required</u> - One of the light switches by the cargo elevator needs several attempts (2nd from right), a possible sign it needs replacing. Elevator service provider notified and will investigate during next monthly inspection. BGIS Goldenrod Property Services Coordinator confirms that repair is complete. Ticket closed.	Closed	BGIS
12. <u>Round Table.</u>		
13. <u>Open Discussion.</u> 1) Goldenrod Gym Rep inquired about the AED inspection process. A. The base has their own personnel looking after them. 2) Goldenrod Gym Rep inquired about signing out First-Aid kits and AEDs for exercises. A. Only First-Aid kits are required. Can ask SM about portable AED. 3) Goldenrod 4th Floor Rep inquired about the process to get dedicated circuits for high-load cubicles. A. Tenant-funded request the USGO will submit when returns from leave.		

14. <u>Next meeting.</u> Continue to meet 3rd Wednesday of each month (usually not over the Summer holidays); next meeting is 16 September 2026 at 0900hrs.		
15. <u>Adjournment.</u> The meeting concluded at 0914hrs.		

FACEY,
KATHERINE
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K. Facey
Civilian
Co-Chair (L)

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PADILLA-
RAMIREZ, LUIS
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L. Padilla-Ramirez
Maj
Co-Chair (M)

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KELLEY,
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T.J. Kelley
LCol
CO MCE

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