

Minutes of a Meeting of
The Joint Health and Safety Advisory Committee for The Corporation of the Town of
Tecumseh

A meeting of the Joint Health and Safety Advisory Committee (JHSAC) for the Town of Tecumseh was held on Tuesday, July 2, 2019 in the Tecumseh Room at Town Hall, 917 Lesperance Rd., Tecumseh at 9:00 am.

Present:

Manager Water & Wastewater	Denis Berthiaume
Manager Parks & Horticulture	Casey Colthurst
Human Resources Officer	Melissa Doetzel
Manager Facilities	Ray Hammond
Water Employee	Shaun LaPorte
Drainage Superintendent/Engineering Technologist	Sam Paglia
Facility Attendant	Scott Willoughby
Deputy Fire Chief	Chad Mactier

Absent:

Landscape Technician/Groundskeeper	Denis Laforet
Director Corporate Services & clerk	Laura Moy

Also Present:

Administrative Assistant to the Director Corporate Services & Clerk	Sue White
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1. Call to Order

2. Roll Call

3. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest noted.

4. Reports

a. Indoor Air Quality Assessment - Tecumseh Town Hall - June 17, 2019

On May 6, 2019 a formal report was forwarded to Human Resources stating several members at Town Hall were experiencing symptoms such as fatigue, light headedness, and allergy-like symptoms (i.e. coughing / sneezing and skin irritation). Deputy Fire Chief Mactier did a check of Town Hall with the Department's gas detector which shows oxygen levels and checks for carbon monoxide. Oxygen levels were perfect and carbon monoxide readings were zero.

The Town retained the services of Indoor Environmental Specialists (IES) and they completed an air quality test inspection on June 4, 2019 .

IES had been retained to take measurements on the temperature and relative humidity, respirable particulate in the air, volatile organic compounds, ozone in the air around photocopiers, spore counts, observed mould growth / moisture issues and test for carbon monoxide and carbon dioxide levels.

IES noted that a total of six (6) mould air samples were collected and small spore counts were identified in two locations. No carbon monoxide was detected and carbon dioxide levels in the air were acceptable for an office environment. In addition, temperature and relative humidity measurements were within comfort guidelines throughout the facility at the time of testing. Measurements for total volatile organic compounds

(TVOC's) were within the recommended guidelines. Ozone concentrations and respirable particulate in the air were below the applicable legislative occupational exposure values.

The Committee discussed the IES report in detail. With regards to the mould testing, Mr. Paglia commented that currently, there were no specific laws or regulations governing acceptable levels of mould in buildings. During the assessment of Town Hall, two areas in the ceiling - one over Sue Homeniuk's desk and another outside Brian Hillman's office had stains on them and two of the test areas that recorded higher results than other test areas. Mr. Paglia stated that the Army Corp of Engineers has considered anything under 1,000 counts per cubic metre acceptable, but noted that all Health Canada and other agency guidelines indicate that prudent avoidance, and that any indoor growth or amplification site of mould, regardless of the concentration should be eliminated. He also noted that the testing was only done for 5 minutes when it is supposed to be carried out for 10 minutes and questioned why the testing had not been done for the full 10 minutes as recommended by the manufacturer of the testing equipment. The Committee agreed that further examination of the areas where mould counts were found should take place to determine where the leaking was occurring and if there were any signs of mould issues in the ceiling.

Discussion took place on how often an air quality assessment of Town offices should take place. Ms. Doetzel advises that it is mandated that the ventilation system shall be inspected every 6 months to ensure it is in good working condition. She also noted that following the renovation of the building, the ductwork will be cleaned and another air quality assessment would be undertaken.

Motion: JHSAC - 19/19

Moved By Denis Berthiaume
Seconded By Shaun LaPorte

That further investigation take place regarding the two areas identified within that had spore counts to determine if the cause of the mould could be located and eliminated and the damaged ceiling tiles be replaced;

And that once the renovations are completed on Town Hall, the ductwork be cleaned and another air quality assessment be completed;

And further that the full results of the Indoor Air Quality Assessment, dated June 17, 2019, be posted on the Health and Safety bulletin board.

Carried

5. Unfinished Business

6. New Business

7. Next Meeting

The next regular meeting of the Committee would be held on Tuesday, August 6 2019 at 2:00 pm.

8. Adjournment

Motion: JHSAC - 10/19

Moved By Sam Paglia
Seconded By Shaun LaPorte

That the July 2, 2019 meeting of the Joint Health and Safety Advisory Committee be adjourned at 9:37 am.

Carried

Sam Paglia, Co-Chair

Melissa Doetzel, Human Resources Officer