

MINUTES

Haliburton H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
	Vacant - Worker Co-Chair	VP	Erin Lynch (EL) Co-Chair	VP	Marriah Wickert (MW) – R*
VP	Sarah Bell (SBE)				
				VP	Angela Hounam (AH) – Secretary
Minutes and Agenda are located on the H&S Website					
VP- Virtual Presence	C- Chair	P-Present	R-Regrets	G-Guest	R*-Resource
At Fleming College Our Vision: Creating prosperity and transforming communities through education and innovation. Our Mission is to empower our students with the innovative education, research and real-world experiences they need to build better lives, better communities and a better world. Our Values: ■ Responsiveness ■ Innovation ■ Collaboration ■ Inclusiveness ■ Accountability					
Upcoming Meetings	November 27, 2025	January 22, 2026	March 26, 2026	May 28, 2026	

Item	Agenda Topic	Discussion	Action By/Decision
1.0	Meeting Called to Order	By EL at: 1:03pm	
1.1	Quorum Confirmed	Quorum Met: ☒ Yes ☐ No	
1.2	Adoption of Agenda	CMT discussed adoption of agenda as meeting guide.	Moved by SB, seconded by EL.
1.3	Review of Minutes and Approval	May and June 2025	Moved by SB, seconded by EL.
2.0	Regular Reports		
2.1	Accident Reports		
	2.1.1 Review of lists	Student: 7 Staff: 0 CMT discussed the importance of maintaining temperature safety when working in hot or cold environments.	
	2.1.2 Review of Near Miss	All: 3 CMT discussed the Near Miss reports involving bathroom cleanliness and noted that overall building cleanliness has improved, since the new cleaner has been hired.	

2.2	Inspection Reports		
	2.2.1 Items notes for JHSC Review	No new items to review.	
	2.2.2 Upcoming and Outstanding Inspections	The CMT discussed removing the Haliburton house and grounds from the eBase inspection list, noting that inspections are no longer required since the location is not considered a workplace.	AH will remove the Haliburton house and grounds from the inspection schedule and revise the schedule to alternate between the following inspection locations: 1. Haliburton Main Campus – entire indoor area 2. Haliburton Main Campus Grounds – exterior storage, grounds, and parking areas
2.3	H&S Assessment		
	2.3.1 Review Reports	The CMT discussed the Silica Assessment done at the Haliburton Campus on July 22, 2025. The CMT discussed the pre-construction HBMA done for the roof replacement project.	AH to add Silica Assessment report to the Industrial Hygiene Results folder.

3.0	New Business		
3.1	JHSC CMT Composition	The CMT reviewed OHSA Section 9(2)(c) and discussed that a JHSC is required in workplaces where fewer than twenty workers are regularly employed, with respect to which a regulation concerning designated substances applies. The CMT discussed that the Union is working on recruitment of more JHSC members for all three CMT's. The CMT discussed the possibility of having a Frost Campus JHSC member assist the Haliburton JHSC CMT. The CMT discussed the benefits of having a multi-site JHSC.	
3.2	TOR Updates	The CMT determined that the Co-Chairs from all three CMT's will be actioning the TOR Changes.	
3.3	Review 4.0	The CMT determined which Items from 4.0 2024-2025 will be carried forward to 2025-2026.	
4.0	Outstanding Items		
4.1	TOR Review	Item closed. Co-Chairs will action.	
4.5	eBinder	Item closed. AH to archive Peel Building location from the eBinder.	

4.6	Inspection Focus Item	Item closed. The H&S department will continue to work on Inspection Focus Items.	
4.7	Jewelry Studio	Items closed. EL to work with program technologist and H&S on PPE review.	
4.8	Washroom Housekeeping	Item closed. Cleaner has been hired.	
4.11	Routes of Egress at the Crew Office	Item closed. Meeting took place and follow-up continues to happen within FSS.	
4.13	Inspections	Item closed. EL and SB to complete.	
4.14	H&S Week Initiative	Item closed. H&S will continue to work on.	
4.15	JHSC Training	Item closed. CMT will set new training goals when more members join.	
5.0	Next Meeting		
5.1	Date	November 27, 2025	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 1:52pm, moved by SB and seconded by EL.	


Erin Lynch
Co-Chair, Management

Vacant
Co-Chair, Worker


Date

Date