# **Sutherland Joint Health & Safety Committee**



AGENDA	
December 18, 2025 9:00a.m. – 10:30a.m. Teams: Meeting Chair: Elane	

## 1.0 Meeting Called to Order – Welcome Nathan Calder

- 1.1 Quorum Confirmed
- 1.2 Adoption of Agenda
- 1.3 Review of Minutes and Approval September & November 2025

#### 2.0 Report Review

- 2.5 H&S General Review ⊠ Yes □ No
  - 2.5.1 JHSC Roles and Responsibilities
  - 2.5.2 Good News Stories

### 3.0 New Business

Item	Explanation of Item	Presenter
Announcement	Charles Boshaw, Manager, Security & Emergency Preparedness will be attending a JHSC meeting in the new year as a guest member to answer questions about Security and Emergency Preparedness. Please send your questions to CD in advance.	CD

# **4.0 Outstanding Items from 2025-2026** \*\*\*Starred items will not be discussed unless requested\*\*\*

	Item	Explanation of Item	Completed
4.1	TOR Review	CMT to review the current Terms of Reference (TOR). Any recommendations, as per their individual review, are to be communicated via email to committee cochairs. Please ensure <a href="mailto:safety@flemingcollege.ca">safety@flemingcollege.ca</a> is cc'd and that your review is completed prior to your subsequently scheduled JHSC meeting. All recommendations received, will be reviewed, and actioned collectively by JHSC co- chairs.	
		EK presented recommendation to change TOR language of "Certified member" from inspections. Further reviews required by other co-chairs, before TOR changes adopted.	
		EK recommends getting release time for members available in writing.  MW recommends having release time specific to JHSC roles added back into the TOR.	
	Employer Recommendation	EK to review files for drafted recommendation to the employer to recommend they include H&S standing item for all meeting agendas. (Carry forward Item 4.19 from 2024–2025)	
*4.3	Potential magnetic fields signage	MM and DV to investigate getting signage for the carpentry shop regarding potential magnetic fields due to large voltage machinery. (Carry forward Item 4.27 from 2024–2025)	

*4.4	Increase in Ampule Use Incidents	EK to assist the H&S department with review of past JHSC minutes for information related to ampule use. (Carry forward Item 4.31 from 2024–2025)	$\boxtimes$
4.5	First Aid Kit Seals	CD to investigate options for First Aid Kit seals and report back to the CMT. (Carry forward Item 4.33 from 2024–2025)	
*4.6	Flow of Foot Traffic: Staircase Near Cafeteria	MW will investigate potential controls to reduce the risk of foot traffic congestion.	
*4.7	Inspection Schedule 2025-2026	AH to complete the 2025-2026 Inspection Schedule.	$\boxtimes$
4.8	Garbage and Recycling Receptacles	CG to conduct further review and determine the necessary next steps, which may include the issuance of a recommendation to the employer.	