



MINUTES

Haliburton H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
VP	Sarah Bell (SBE) Worker Co-Chair	VP	Erin Lynch (EL) Co-Chair	VP	Marriah Wickert (MW) – R*
VP	Jennifer Gill (JG)				
				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
<p>At Fleming College</p> <p>Our Vision:</p> <p>Creating prosperity and transforming communities through education and innovation.</p> <p>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.</p> <p>Our Values:</p> <ul style="list-style-type: none"> ■ Responsiveness ■ Innovation ■ Collaboration ■ Inclusiveness ■ Accountability 					
Upcoming Meetings	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: 1:00pm	
1.1	Quorum Confirmed	Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.2	Adoption of Agenda	CMT discussed adoption of agenda as meeting guide.	Moved by SBE, seconded by JG.
1.3	Review of Minutes and Approval	October Minutes	Moved by SBE, seconded by JG.
2.0	Regular Reports		
2.1	Accident Reports		
	2.1.1 Review of lists	<p>Student: 2 Staff: 0</p> <p>The CMT reviewed the incident reports.</p> <p>In addition to the incident reports received through the H&S department's online reporting form, incident reports from Security will be added to the incident report spreadsheet for JHSC review.</p> <p>Although Security is now on site, employees should continue to submit an incident report if the incident relates to academic or workplace safety.</p>	



<p>2.2 Inspection Reports</p>	<p>2.1.2 Review of Near Miss</p> <p>2.2.1 Items notes for JHSC Review</p> <p>2.2.2 Upcoming and Outstanding Inspections</p>	<p>All: 0</p> <p>No new items to review.</p> <p>In relation to Note 1 of Inspection 01199, the CMT discussed the requirements for having an AED and Naloxone kit at the Haliburton Crew Office, including the need for employees to hold a valid First Aid/CPR Level C certificate.</p> <p>The CMT discussed that the 2025- 2026 Inspection Schedule has been revised and uploaded to the Occupational Health & Safety Department Webpage.</p> <p>The CMT discussed the HBMA done on October 1, 2025, for the roof section 7 replacement.</p> <p>The CMT discussed the Silica Assessment done by T. Harrison July 22, 2025.</p>	<p>EL advised that the Naloxone kit in her office is expired.</p> <p>AH to remove long hair tied back as a PPE requirement for the Haliburton Main Campus Grounds inspection.</p>
<p>3.0 New Business</p>	<p>3.1 Proposed Update to Standing Item 2.5</p>	<p>The CMT discussed changing standing Item 2.5 H&S Management System to: 2.5 H&S General Review</p>	<p>The CMT would like to proceed with the change.</p>

Joint Health & Safety Committee

November 27, 2025

Haliburton Campus

Teams



		2.5.1 JHSC Roles and Responsibilities 2.5.2 Good News Stories The CMT discussed cleaning duties at the Haliburton Crew Office.	Crew employees can discuss further with their manager.
4.0	Outstanding Items	No outstanding items.	
5.0	Next Meeting		
5.1	Date	January 22, 2025	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 1:38pm, moved by SB and seconded by JG.	

Erin Lynch
Erin Lynch
Co-Chair, Management

March 12, 2026
Date

Sarah Bell
Sarah Bell
Co-Chair, Worker

March 12 2026
Date