

Joint Health & Safety Committee

February 26, 2026

Teams

Sutherland Campus



MINUTES

Sutherland H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
VP	Elane Kalavrias (EK) Co-Chair	C	Bianca Sclipa (BS) Co-Chair	VP	Marriah Wickert (MW)
VP	Heather Cuthbert (HC)	VP	Marc Patenaude (MPA)		
VP	Liam Pearce (LP)	VP	Cameron Desormeaux (CD)		
VP	Susan Brown (SBR)	VP	Nathan Calder		
VP	David Vasey (DV)	G	Charles Boshaw		
R	Joanne Tully (JT)				
VP	Sarah Mackie (SM)				
VP	Candace Gainer (CG)			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:					
<ul style="list-style-type: none"> ■ Responsiveness ■ Innovation ■ Collaboration ■ Inclusiveness ■ Accountability 					
<u>Upcoming Meetings</u>					
March 26, 2026	April 23, 2026	May 28, 2026	June 25, 2026		
<u>Legend</u>					
CMT: Committee	H&S: Health & Safety	JHSC: Joint Health & Safety Committee	TOR: Terms of Reference		

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Item	Agenda Topic	Discussion	Action By/Decision
1.0	Meeting Called to Order	9:01 a.m.	
1.1	Guest Member	Charles Boshaw, Manager of Security & Emergency Preparedness, presented to the CMT on violence risk, safety phones, and the Fleming Safe App.	
1.2	Quorum Confirmed	Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.3	Adoption of Agenda	CMT discussed adoption of the agenda as meeting guide.	Moved by HC, seconded by SBR.
1.4	Review of Minutes and Approval	September 2025 and January 2026	Moved by SBR seconded by MPA.
2.0	Report Review		
2.1	Accident Reports		
	2.1.1 Review of lists	Student: 27 Staff: 4 The CMT reviewed the Accident Reports.	
	2.1.2 Review of Near Miss	All: 9	
	2.1.3 X-Ray Safety	The CMT discussed incident reports submitted following the temporary	HC offered support in the development of the X-ray



		<p>relocation of the X-ray machine and emphasized the importance of maintaining an X-ray safety program.</p> <p>Prior to the X-ray machine being returned to service, an inspection and radiation survey will be conducted by a qualified third party to ensure compliance with applicable standards.</p>	<p>safety program.</p>
<p>2.2</p>	<p>Inspection Report</p>		
	<p>2.2.1 Items noted for JHSC review</p>	<p>Inspection# 01313 – note #1, has been completed.</p>	
	<p>2.2.2 Upcoming and Outstanding Inspections</p>	<p>A plan to complete outstanding inspection notes will be discussed under item 3.1.</p>	
<p>2.3</p>	<p>H&S Assessments</p>		
	<p>2.3.1 Review Reports</p>	<p>The CMT reviewed the annual Pinchin Asbestos Reassessment for Sutherland and the Englobe Site Evaluation Report for Storage A1101 and Corridor C1100.</p>	
		<p>The H&S Department is working on an ebase course for Type 1 Asbestos Operations and Type 2 Operations Awareness for Workers.</p>	<p>The H&S Department will share the ebase course for Type 1 Asbestos Operations and Type 2 Operations Awareness for Workers, with the JHSC when it is complete.</p>
<p>2.5</p>	<p>H&S General Review</p>		
	<p>2.5.1 JHSC Roles and Responsibilities</p>	<p>Discussion of this item was deferred due to time constraints. CMT members are encouraged to review independently.</p>	<p>To be moved to March 26, 2026, JHSC meeting.</p>

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	2.5.2 Good News Stories	The CMT discussed good news stories.	HC was approved for part 1 of the JHSC Certification Training.
3.0	New Business		
3.1	Outstanding Inspection Planning	The CMT finalized the plan to complete in-person investigations of outstanding inspection notes.	The CMT will use the first 45 minutes of the March 26, 2026, JHSC meeting to work in pairs on their designated areas. The finalized schedule and instructions will be shared in the Sutherland JHSC Teams channel.
4.0	Outstanding Items from 2025-2026		
4.1	TOR Updates	The CMT discussed progress on the updates to the TOR.	EL will share the TOR updates in the Sutherland JHSC Teams Channel for everyone to review prior to the March 26, 2026, JHSC Meeting.
4.11	JHSC Certification Training	In progress.	

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5.0	Next Meeting		
5.1	Date	March 26, 2026	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 10:33 a.m.	Moved by HC and seconded by MPA.

Bianca Sclipa
Co-Chair, Management

Date

Elane Kalavrias

Elane Kalavrias
Co-Chair, Workers

March 12th 2026

Date