



UNIVERSITY OF  
**KING'S**  
COLLEGE • HALIFAX

## King's Occupational Health & Safety Committee

### Meeting Minutes

**December 10, 2025, 11:00am**

**Attending:** Amos Morine, Pethrona Russell, Ashley Nixon, Andrea Lamb, Tami Kendell, Ian Wagschal, Karen Eull, Miriam Bonello MacQuarrie, Tim Ross, Andy Curry, David Swick

**Unavailable:** Trish Miles, Ell Zagar, Katie Merwin, Malcolm DeWolfe, Daniel Brandes, Paul MacKay, Ellie Anderson, Ranall Ingalls, Devon Sheppard, Ella Mowbray-Chriske, Orli Abramson

### Minutes from Previous Meeting and Assigning Note-Taker

- Awaiting circulation of minutes from Tim Ross, to be approved at next meeting.
- No note-taker assigned. Andy Curry providing notes for this meeting.

### New Co-Chairs

- Andy Curry and David Swick.

### Review Terms of Reference

- Ian Wagschal provided an overview of the scope of the Committee as introduction to four new members.
- Terms of Reference (approved by the Board of Governors in 2024) was reviewed as part of the annual requirement. No changes suggested.

### Review Membership List

- Verifying that no names stood out on the active membership list as people who are no longer at the University.
- Discussion around the representatives from KSU and whether one of the two listed students constitutes the Residence Student representative. **Action Item:** Andy to contact the KSU to verify.
- Required: Reps from Registrar's Office and Faculty Fellow. **Action Item:** Work to enlist a representative from the each of the missing departments.

### Confirm OH&S Meeting Schedule for 2026

- The first three meetings in 2026 are to be scheduled in right away.
- Dates suggested by Co-Chairs: Wednesday, March 11; Wednesday, June 10; Wednesday, September 9. All at 11:00am.
- No objections. Teams meeting invites to be sent out by Andy as soon as possible.
- The dates for those meetings will only change in the event that neither Co-Chair is available, and the Committee members would be provided with as much advance notice as possible if this were to occur.

### New Business

- Emergency Response Plan Working Group - Update (Ian Wagschal)
  - Response plan by the sub-committee is awaiting final edits. Once those edits are integrated and approved, it will be brought to the OH&S Committee.
- To Note: Andy will work to get documents on the [King's OH&S](#) website updated in January, 2026.