

COMMITTEE MINUTES FORM



Workplace Safety and Health Committee (WSHC)

Labour and Immigration
 Workplace Safety & Health
 401 York Avenue, Winnipeg, Manitoba R3C 0P8
 T 204 957-SAFE (7233) or
 toll-free 1 855 957-SAFE (7233) F 204 948-2209

Complete Name and Address of Workplace	Employer Members	Occupation	Present	Absent
The University of Winnipeg 515 Portage Avenue Winnipeg, MB R3B 2E9 Phone: Tel: 786-7811 Fax: Fax: 774-2935 Meeting date: December 12, 2025 Date of next meeting: March 13, 2026 Number of employees at the workplace: 948 AESES- Association of Employees Supporting Education Services CMP- Confidential Managerial and Professional IUS- Institute of Urban Studies IUOE- International Union of Operating Engineers PSAC- Public Service Alliance of Canada THFM- Theatre and Film Dept UWFA- University of Winnipeg Faculty Association	Carrie Homeniuk Kyle Macdonald Caroline Crawford Craig Wood Inga Johnson Mychasiw	Associate Vice President – Human Resources (Co-Chair) Executive Director, Infrastructure Director Budgets Director of Building Services Executive Director, Student Services - CMP	X X X X	X
	Worker Members Jillian Golby Natasha Taiarol Mick Sidhu Adam Parboosingh Katherine Breward Roman Belli Peter Bjornson Ted Turner Binara Hewagamage Trevor Day Patrick Coutu Sondos Shabayek	Admin Mgr (IUS)– AESES (Co-Chair) Biology Laboratory Manager – AESES Electronic Technologist, Centre for Academic Technology – AESES Faculty member – UWFA (Theatre & Film -THFM) Faculty member – UWFA (Business and Administration) Faculty Member – UWFA (Chemistry - Alternate) Faculty Member- UWFA (Alternate) UWSA (Representative) UWSA (Alternate) Lead HVAC Technician – IUOE Building Maintenance Engineer - IUOE (Alternate) PSAC	X X X X X X X X X X X	X X X X X X X X
	Guests (list any) Kevin Smith Geetika Bassi Jennifer Trotman Melanie Martin Dean Melvie Trina Wielkopolan Ian Steggles Josh Todd	Manager, Safety and Health Laboratory and Research Safety and Health Officer Director, Campus Living Acting Associate Dean, Faculty of Science; Bio-Safety Committee Chair; Science Lab Safety Chair Director, Recreations Facilities and Services EA, HR – Minute Taking Director of Risk Management and Campus Security Manager, Campus Security	X X X X X X X X	X X X X X X X X

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action To Be Taken Action By (who & when)	Status
A. Call to Order	Meeting called to order at 10:03 a.m. *Quorum met	Chair: Carrie Homeniuk	
B. Approval of Agenda	Approval of December 12, 2025, agenda	Motion by: Katherine Seconded by: Adam	Carried
C. Acceptance of Minutes	For Review: June 6, 2025 & September 12, 2025 Meeting minutes from June were not accepted as one action item (Smudging on Campus) is still WIP and was marked as complete.	Motion by: Jillian Seconded by: Katherine	Carried
D. Business Arising from the Minutes	Action Items: Review training procedures between sub committees where waste disposal biohazardous material is concerned. (Craig) Safety Policies: Action Items: The Package was emailed to the WSH Committee on Jan 27/25. Revisions were sent to the Sr. Policy Analyst for final reviews. Terms of Reference (TOR) provided to committee for review (March 14, 2025)	Geetika sent PDF training modules to Craig, who will forward to Dexterra. All facilities staff have been trained. These are still with the office of the general counsel for a final review. Revised TOR sent to committee on Oct 24 th . One member sent back a revision; the revision was made. Natasha asked to have time to review and get back to the committee in a week if there are any	WIP WIP WIP

Co-Chairpersons' Signatures Please indicate by (X) in the brackets below who chaired this meeting.

BOTH management and worker co-chairs must sign each page of the minutes when they agree that the minutes are complete and accurate.

If one, or both co-chairs do not agree with the minute record, please attach concerns on a separate page.

In my opinion, the above is an accurate record of this meeting.

(X) Print name of Employer Co-Chair Carrie Homeniuk () Print Name of Worker Co-Chair Jillian Golby

Signature _____ Signature _____

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	<p>Ceremonial use of sacred medicines</p> <p>Action Item: Can an email go out a day prior to smudging to let faculty/staff know that there will be a ceremonial smudging in case there are staff/faculty/students who has sensitivity, so they can make alternative arrangements.</p> <p>Smudging is allowed anywhere on campus- 48hrs notice is needed when smudging is going to take place, some places only require 24hrs notice on campus.</p> <p>Student Services, as well as faculty and staff in RCFE have had some sensitivity caused by the smudging. When students are affected by the smudging, it becomes an accommodation issue. Students have sensitivity and become ill, we need to address both, students becoming ill as well as being respectful to ceremonies taking place on campus.</p> <p>The link can be found here: https://www.uwinnipeg.ca/facilities/building-infrastructure/smudge-notices/</p>	<p>revisions. The WSHC will receive via email a motion to approve TOR.</p> <p>Facilities has updated their website and have included smudge notices. Link available here: https://www.uwinnipeg.ca/facilities/building-infrastructure/smudge-notices/</p>	Complete
E. Reports	<ol style="list-style-type: none"> 1. WSH Program Report (Kevin S) 2. Incident Report (Kevin S) 3. Fire Report (Kevin S) 4. Building Inspection Report (Kevin Smith) <p>Hazardous waste disposal: the next pickup date from Miller Environmental will be December 16, 2025.</p> <p>Incidents reported this quarter: Medical Responses-3 Fire Events-4 Found syringes-23</p> <p>Fire Safety: 14 fire drills total in 2025 covering all buildings. Kevin plans to create a report to track improvements and findings. Recruiting new fire wardens is important, as working from home has impacted participation. In-person info sessions on safety and fire safety continue to be offered on the second Wednesday of each month.</p> <p>Inspections General Lab inspections- 26 41 issues identified. Fire Drills- 14 Radioactive Survey meters- 3 calibrated last quarter</p> <p>Confined space program- this quarter there has been a lot of activity with safety office, engineering, facilities to discuss confined spaces and emergency procedures. Working with Environmental Safety Health (EHS Partnerships) to assess top 20 confined spaces. They will be on campus on December 16 and 17th to look in the crawl spaces and provide recommendations.</p> <p>Work study interns- 2 are starting on the 18th of December. Several projects for them to participate in. they will also be a part of the RCFE Spring</p>	<p>Kevin provided a verbal update to committee members. Geetika emailed the Power Point Presentation to all committee members post meeting.</p>	

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	cleaning project of outdated lab equipment and other undesirable risks and hazards. They will be assisting in the inventory first.		
F. Subcommittee Reports	<p>1. Biosafety Committee Report (Melanie Martin)</p> <p>2. Science Lab Safety Committee Report (Melanie Martin)</p>	<p>The committee met on November 17, 2025. Update on the biosafety program: One permit was approved and three 90-day extensions for permits were granted.</p> <p>The committee met on November 24, 2025. Update: Lab instructor Lab safety training: the safety office created a Nexus course that begun in the fall term of 2025. The SLSS is considering making the training mandatory</p>	
G. New Business	<p>1. Safety Training – each committee member is entitled to 2 days per year related to safety training. Jack Sessler completed one training session. Committee members asked how training will be tracked. Unfortunately, we do not have a centralized tracking system to log what training committee members have participated in. (Kevin Smith)</p> <p>2. Work Refusal: In the last quarter, there has been a ‘refusal of work’ on campus. Geetika, Katherine and Inga investigated it to the best of their abilities. The individual who made the complaint is currently on leave, so they haven’t been able to speak to them. As the person becomes available, they can continue to investigate. At this point, we are not able to report to it due to confidentially reasons. The WSHC will be updated on the findings after the investigation has been completed, as per Provincial regulations.</p> <p>3. Changes to the act: The WSH act has been updated and significant improvements to the Act involve:</p> <ol style="list-style-type: none"> 1) Definition of imminent danger- The work refusal definition has been more clearly defined. Workers must demonstrate an <i>immediate danger to life and safety</i> before it can be investigated by the committee. 2) Promotion- the employer is legally compelled to offer psychological safe workplace. 3) First aid kit- Log books need to be recorded for over 400 first aid kits. Anything removed from the first aid kits need to be recorded. A numbering or other racking system is being considered. <p>Katherine to email a Canadian Mental Health Association PDF document that summarizes psychological safety standards to all committee members</p>	<p>Motion: Katherine Seconded: Inga</p> <p>Action item: Safety Office to create a mechanism to identify and track each first aid kit, starting in March</p> <p>Motion: Carrie Seconded: Jillian</p> <p>Action Items: Kevin to create a briefing note in January on a Psychologically Safe Workplace.</p>	<p>Carried</p> <p>Carried</p>
H. Next Meeting	<p>March 13, 2026</p> <p>All 2026 meetings have been booked, and calendar invites have been sent. The meetings will be held in the MPR in RecPlex.</p>		

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I. Adjournment	Moved to adjourn at 10:59 a.m.	Motion: Kyle Seconded: Jillian	Carried

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