

COMMITTEE MINUTES FORM



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: June 6, 2025  Date of next meeting: September 12, 2025  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 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  Paul Holloway Adam Parboosingh Katherine Breward Doug Williams Beata Biernacka Ted Turner Binara Hewagamage Trevor Day Patrick Coutu Sondos Shabayek	Co-Chair, Admin Mgr– AESES (Meeting Chair–alternates) Biology Laboratory Manager – AESES Electronic Technologist, Centre for Academic Technology – AESES Faculty Member – UWFA (Biology) Faculty member – UWFA (Theatre & Film -THFM) Faculty member – UWFA (Business and Administration) Faculty Member – UWFA (Psychology - 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
	Guests (list any) Kevin Smith Geetika Bassi Jennifer Trotman Tabitha Wood  Dean Melvie Trina Wielkopolan Jack Slessor	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 Guest-Retired Safe Work Manitoba Officer	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 10:04 a.m. *Quorum met	Chair: Carrie Homeniuk	
B. Approval of Agenda	Approval of June 6, 2025, agenda	Motion by: Katherine Seconded by: Doug	Approved
C. Acceptance of Minutes	For Review: March 14, 2025	Motion by: Inga Seconded by: Doug	Approved
D. Business Arising from the Minutes	Action Items: Review training procedures between sub committees where waste disposal biohazardous material is concerned. (Craig)	Dexterra staff that clean the labs are being training on WHMIS. All facility workers were to be trained on WHMIS by April 30, Craig is running a report to see which facility staff that still require training and will be scheduled for a training session. The next step is to have facility workers trained on	In progress

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] Signature [Signature]

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	<p>HR is developing new orientation tools for managers and new employees. These should be rolled out in early Spring. (Request from committee members to include Deans and Chairs when the materials are sent out) and in this package, there will be material that relates to Workplace Safety and Health, and conflict management. It will include details on what are the responsibilities as managers on various WSH items.</p> <p><b>Safety Policies: Action Items:</b> <b>The Package was emailed to the WSH Committee on Jan 27/25. Revisions were sent to the Sr. Policy Analyst for final reviews.</b></p> <p><b>TOR provided to committee for review (March 14, 2025)</b></p> <p><b>Please nominate your co-chair or if you have been a member on the committee and wish to nominate someone or volunteer for another term, please send an email to Carrie.</b></p>	<p>Lab Safety with Geetika.</p> <p>Carrie Homeniuk</p> <p>Responses have been received from committee members, revisions will be made, and a final TOR will go out in July to the committee members for a final review.</p> <p>The Committee voted for a new co-chair, and Jillian Golby was nominated, committee members were in favor. Congratulations Jillian!</p>	<p>In progress</p> <p>WIP</p> <p>WIP</p> <p>Complete</p>
E. Reports	<p>1. WSH Program Report (Kevin S) 2. Incident Report (Kevin S) 3. Fire Report (Kevin S) 4. Building Inspection Report (Kevin Smith)</p> <p><b>Summary of Last Quarter</b> Serious Incidents- 0 Medical Repsonse-2 Fire Events-6 Found Sharps- 57 General incident (spill, splash)- 5 Violent Incidents- 1 Slip and Fall-2</p> <p>What defines a serious incident? It's 7 different components that must be reported to the branch, including a death on premises. A violent incident falls under our policy, when violence is directed to a person, either physically or a threat. In this case it was directed at a security guard, they were spat on.</p> <p>More inspections were done this quarter.</p> <p><b>Issues over 12 months found:</b></p> <ul style="list-style-type: none"><li>• 2 under-rated workplace ladders identified.</li><li>• 1 Emergency Light non-functioning</li></ul> <p><b>Training</b> WHMIS 2,504 enrolled (to date) Basic First Aid-30 De-escalating Potential Violent Situations- 1 session cancelled Safety Orientation- 2 sessions Fire warden training- TSC and Theatre and Film</p> <p><b>Waste Disposal</b></p> <ul style="list-style-type: none"><li>• 49 radioactive sources were disposed of on April 10, 2025 (some of these dates back to the 1970's)</li><li>• Precious pet picked up waste (435lb) on May 12, 2025</li><li>• Chemical waste disposal pickup to be scheduled in the first week of August.</li></ul> <p><b>News</b> Central WSH Committee SharePoint Access Laboratory New Hire Orientation package approved by SLSSC (Science Lab Safety Sub Committee)</p> <p>Action Item</p>	<p><b>Kevin provided a PP presentation to committee members. Some updates include:</b></p>	<p>WIP</p>

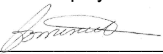

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	<p>Select 3 SWP as a committee that are high risk, and we would like to review in the next quarter.</p> <p><b>Action Items:</b> <b>Recommendation for instructors to have first aid training Emergency Preparedness training, as well as Lab Safety</b></p> <p>Mental Health First Aid- there are not any upcoming training sessions, however if you or someone you know is interested in the training, please go to the wellbeing webpage and fill out the form to be added to the waitlist. Once there is a session scheduled, you will be contacted. <a href="#">Mental Health First Aid   Human Resources   The University of Winnipeg</a></p> <p><b>Ceremonial use of sacred medicines</b></p> <p><b>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.</b></p> <p><b>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.</b></p> <p><b>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.</b></p> <p><b>Security Reporting (Carrie)</b></p> <p><b>Action Item: Can any security issues related to students on campus still be reported at the meetings?</b></p> <p>Ian and Carrie met to discuss the security department providing some updates at the WSH Committee.</p>	<p>Kevin, Geetika, and Natasha have scheduled this training for September.</p> <p>New training sessions will be available once the 25/26 budget has been approved.</p> <p><b>All smudging requests to be posted to the service notifications website. However, if someone does not request it, we have no way of identifying where smudging and when it will occur.</b></p> <p>(link to facilities website to be added here once websites updates have been completed)</p> <p>TOR states that a representative from security need to attend the committee meetings, either Ian or Josh will the next meeting.</p>	<p>WIP</p> <p>WIP</p> <p>Complete</p> <p>Complete</p>
F. Subcommittee Reports	<p>1. Biosafety Committee Report (Tabitha Wood)</p> <p>2. Science Lab Safety Committee Report (Tabitha Wood) Decommissioning and lab inspections were discussed.</p>	<p>Committees met last quarter. please refer to reports for updates.</p>	
G. New Business	<ul style="list-style-type: none"><li>Jack Slessor was invited as a guest to the meeting. Jack would like to provide some services to the committee free of charge to provide such as WSH training to the committee to keep members compliant with legislation.</li></ul>	<p>Jack and Kevin to work together on putting some training together and will discuss at the September meeting.</p>	WIP
H. Next Meeting	September 12, 2025		
I. Adjournment	Moved to adjourn at 11:38 a.m.		Approved

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