

Beautiful Plains School Division

Box 700 NEEPAWA, MB R0J 1H0 Tel: (204) 476-2388

Workplace Safety & Health Committee Meeting

Tuesday, September 16, 2025 at 1:30 p.m.

Employer Members	Occupation	Attendance	
Richard Manns	Trustee	A	
Garth Hunter	Trustee	P	
Shannon Bayes	Secretary-Treasurer	P	
Jason Young	Superintendent	P	
Krista Reynolds	Assistant Superintendent	P	
Employee Members	Occupation	Attendance	Term Ends
Tyler Stewart	Division Office	P	(September 2027)
Darcy Kendall	Carberry Collegiate	P	(September 2026)
Susan Barteaux	R. J. Waugh	P	(September 2026)
Leah Bryant	Small Schools	P	(September 2027)
Chris Flood	Bus Garage	P	(September 2026)
Lindsay Marchant	Neepawa Collegiate	P	(September 2027)
Melissa Hart	Neepawa Middle School	P	(September 2027)
Allen Hanke	Hazel M. Kellington	P	(September 2026)
Kerry Turner	BPTA Rep	P	

The meeting was called to order at 1:34 p.m. with Garth Hunter as chair.

1. The agenda was approved as amended.

Moved by K. Turner and seconded by L. Bryant that the agenda be approved. **Carried**

2. Review and Approval of Previous Meeting Minutes – June 10, 2025.

Moved by T. Stewart and seconded by L. Bryant that the minutes of the June 10, 2025 meeting be approved. **Carried**

3. Committee Membership

School reps were welcomed to the committee. Committee members for this year are:

Leah Bryant, Colonies and small schools
Lindsay Marchant, Neepawa Collegiate
Melissa Hart, Neepawa Middle School
Susan Barteaux, R.J. Waugh
Tyler Stewart, Division Office

4. Review of Safety Checklists and Inspection Forms

i) Division Office – Nothing to report

- ii) Bus Garage & Bus Drivers – Nothing to report. It was noted that bus evacuations are happening throughout the division.
 - iii) Hazel M. Kellington School – Nothing to report.
 - iv) Neepawa Middle School – Art room, custodial and administration are working on chemical inventory list with maximum quantities, custodial working on updating the workplace hazardous material inventory, administration needs to provide WHMIS annual training and complete the annual workplace inspection.
 - v) R. J. Waugh School – nothing to report
 - vi) Carberry Collegiate – SDS chem inventory being reviewed for accuracy and quantity.
 - vii) Neepawa Collegiate – Administration working on maintaining MSDS book and comparing to inventory, scheduling the annual training on WHMIS, working on the maximum chemical inventory and need to complete the annual workplace inspection. Custodial working on maximum chemical inventory as well. Emergency lights that did not work at the power outage have been addressed and are working now.
 - viii) Small Schools and Colonies – Most have to compare SDS online, 3 missing so far. Nothing to report for those received
 - Acadia – Nothing to report
 - Brookdale – Annual workplace inspection needs to be completed
 - Fairway – Nothing to report
 - J.M. Young – Maximum chemical inventory needs to be provided to Division Office and annual workplace inspection needs to be completed
 - Riverbend – Nothing to report
 - Rolling Acres – Nothing to report
 - Sprucewood – Nothing to report
 - Twilight – Nothing to report
 - Willerton – Nothing to report
5. Annual Workplace Inspections - Kerry Turner and Shannon Bayes will conduct Annual Workplace Inspections. These inspections alternate between schools located in the north and south end of our division. For 2025, inspections will be scheduled for south end schools.
6. Violent Incident Reports – Nothing to report
7. MTS/MSBA Workplace Safety & Health Workshop Training – Nothing is available at this time indicating what topics are being considered and where training will be offered.
8. Accident Incident Reports

There were 9 student accident incident reports and no non-student accident incident reports since the last Workplace Safety and Health meeting. Workers Compensation reported 0 injuries. Reminder to call the ambulance if needed. Let Division Office know if an ambulance is called. We cover those costs through insurance. If in doubt, don't take the chance.

9. Next meeting is scheduled for Tuesday, December 2nd, 2025 at 1:15 p.m. via ZOOM

S. Barteaux to chair next meeting.

Meeting adjourned at 1:48 p.m.

Employees are reminded that if any unsafe conditions are found, it should be reported to the Principal or Supervisor immediately.

If you have reported this to your principal/supervisor and feel that the issue has not been satisfactorily resolved, please feel free to contact your employee representative or contact appropriate Division Office personnel.