

**MISSISSAUGA TRANSIT  
HEALTH & SAFETY COMMITTEE MINUTES  
Malton Satellite  
Wednesday, September 19, 2007  
2:00 P.M., Malton Boardroom**

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**Present:** David Pritchard, Co-Chairperson, John Cameron, Frank Magrone  
Kyle Sadowsky, Kathryn James - Recorder

**Invitees:** Sandra Haywood & Robin Qu, Health & Safety Specialists

**Regrets:** Borislav Kuljanin

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*Employees are reminded to speak to their Supervisor first about a health and safety concern. If corrective action is not taken, then the employee is to report the matter to their Health & Safety representative.*

Management Co-chair introduced the representative from USSC to the Committee, allowing him the opportunity to demonstrate and explain in detail the enhancements of the USSC driver's seat which will be tested in two units within the next few weeks.

**1. ADOPTION OF PREVIOUS MINUTES**

The Malton Health and Safety Committee minutes of August 22<sup>nd</sup> were approved as read.

**2. Summary of RECOMMENDATIONS**

No recommendations were put forward from previous meeting.

**3. WSIB (Workplace Safety Insurance Board) SUMMARY (Malton)**

Health & Safety Specialist reviewed the August WSIB summary, stating three claims were reported for Malton; one medical aid, one lost time and one incident. It was noted, that the statistics are up from July and higher than the same period last year.

**4. WHMIS UPDATE**

WHMIS training will be given later this month to the five newly hired operators.

**5. TRAINING**

Health & Safety Specialist advised that no date has been arranged thru Corporate HR for the worker co-chair to attend the Certification Training course. Five maintenance employees received fork-lift training today.

**6. MSDS REVIEW**

Health & Safety Specialist advised that the Malton MSDS information has been printed off the Wellnet site and that the MSDS binders will be updated once all supplier MSDS are received.

Arrangements have been made with WRI to conduct a driver ergonomic assessment on five units September 17<sup>th</sup> & September 20<sup>th</sup>. Representatives from the Union, Operations & Maintenance will participate in the day & half ergonomic study. Immediately following the assessment a meeting will be held to discuss the findings.

**7. ITEMS CARRIED FORWARD** (see Outstanding Items List)

**8. AGENDA ITEMS**

**Transfer Cutter** – Worker rep stated that on the replacement transfer cutters the sharp edges could cut an operators hand. Management co-chair to contact maintenance to have edges ground down.

**Health & Safety Collection Box** – To assist operators in leaving the yellow copy of completed VCR's submitted to Report for follow up by worker rep; a request for a metal collection box (similar to sign-up box) be installed in drivers area was suggested by worker rep. Request to be taken under consideration. *Information only.*

**Rear Joints on 60' Units** – Worker rep stated that there is a problem with the rear joints on 60' units on the highway (swaying). In checking with maintenance, operators are to complete a VCR on any unit with this problem as it is a maintenance issue. *Information only.*

**Washroom Cubicle Doors** – Worker rep stated that a metal or rubber privacy strip is to be installed on the new washroom cubicle doors and that one door is too large for the cubicle. Management co-chair to speak with Supervisor, Stores/Building & Route.

**Photo of Health & Safety Committee Members** – Worker rep informed that a photo organization chart is being done for which HSC members will be part of. *Information only.*

**9. WORKPLACE INSPECTIONS**

*The Inspection Report was given to Building & Route to repair items they can do in house. Items that cannot be done by B&R will be forwarded to Corporate Facilities.*

| <u>Location</u>         | <u>Hazard Observed</u> | <u>Action</u>           |
|-------------------------|------------------------|-------------------------|
| Maintenance showers     | Dirty                  | Clean                   |
| Eye wash station        | Left side not working  | Clean                   |
| Spotlight in Wash Bay   | 2 lights burnt out     | Replace                 |
| Emergency Light Bay 5/6 | Not working            | Repair/replace          |
| Floor near part washer  | Grease on floor        | Clean/memo to be issued |

**Terminal Inspection Report**

|                   |   |  |
|-------------------|---|--|
| Square 1          | Lighting outside washroom insufficient during evening hours, motion light required. | Service Development notified requesting installation ASAP as this is safety hazard to drivers. |
|                   | Uneven pavement in east lay-by.   | Repair asphalt.  |
| Dixie/Aimco       | Pavement/catch basin sunken   | Repair asphalt.  |
| South Common Mall | Uneven pavement (sink hole)   | Repair asphalt.  |

**10. VEHICLE ACCIDENT SUMMARY BOTH GARAGES – August 2007**

| Accidents* | Onboard | Incidents | Internals | Shelters | Total Accidents | Non Preventable Accidents | Preventable Accidents |
|------------|---------|-----------|-----------|----------|-----------------|---------------------------|-----------------------|
| 15         | 20      | 37        | 2         | 0        | <b>74</b>       | 5                         | 0                     |

\*Accidents still to be adjudicated.

**11. HAZARD INFORMATION REPORTS**

Worker rep used a hazard report from an operator stating that visibility is difficult at sunrise & sunset due to the glare off the right side of the bus and across the windshield. Worker rep felt that a visor or sunshade is required to eliminate problem. Management rep to follow up with Maintenance Department.

**12. NEW BUSINESS**

**Level Crossings Not In Service** – The Region of Peel has removed the level crossing located by the International Centre (northbound Airport Road). The City of Mississauga has not removed the railway crossing at Lakeshore & Hydro Road (by old generating station); Service Development to be contacted by Management co-chair.

**Renforth @ 401** – Worker rep stated that the pavement in the southbound curb lane is uneven; management co-chair to notify Service Development and ensure area inspected during next terminal inspection.

**Route 7 thru Airport** – Worker rep stated that cars are using the common bus entrance area into Terminal 1 which is creating a safety hazard for operators using the public transit lanes. Service Development to be contacted for follow up with GTAA.

**Malton Satellite Bus Exit Gate** – To assist in the visibility of pedestrians crossing the driveway as buses exit the terminal, worker rep suggested that the brick wall to the right of the exit be replaced with a chain link fence.

**13. ADJOURNMENT**

Meeting adjourned at 4:30 pm

|                           |   |
|---------------------------|---|
| Next Terminal Inspection: | TBA (MA Rep)  |
| Next Plant Inspection:    | TBA   |
| Next meeting:             | <b>Wednesday, October 17<sup>th</sup> @ 2:00 pm</b> |

\_\_\_\_\_  
Local 1572 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Transit Department Signature

\_\_\_\_\_  
Date

| Items Carried Forward |   |  |
|-----------------------|---|--|
|                       |   | Approximate Completion Date  |
| <b>Route 11</b>       | March/07  | Worker rep requested direction from management as operators in the early morning shut down the interior lights for safety reasons which is upsetting passengers as they are unable to read. Management co-chair to follow up with training as to the Highway Safety Act Legislation.   |
|                       | April/07  | Training has reviewed the Highway Safety Act Legislation, for which no mention as to when interior lights are to be turned on/off is recorded; concluding that this is a decision which is left to the driver's discretion. Management co-chair to investigate further Transits Standard Operating Practice Instructions (SPI) before the next meeting.  |
|                       | May/07  | Management co-chair advised that there is no SPI or legislation by the Highway Traffic Safety Act written on this matter.<br><br>Worker rep stated that the inside glare problem is worse on the new units (05 & 06) than in the older units as the interior lighting in the older units can be adjusted to the application feasible to the driving conditions. Management co-chair to investigate inside glare on the buses while driving on the highway. |
|                       | June/07   | Management co-chair to request maintenance assistance, on the inventory of the interior lights in all units to ensure consistency in their functionality.  |
|                       | July/07   | Management co-chair stated that maintenance supervisor is looking further into matter as it may be a make/model issue.   |
|                       | August/07   | Due to vacations, no response has been received from maintenance.  |
|                       | September/07                                      | Meeting arranged for September 20 <sup>th</sup> to discuss matter.   |
|                       | <b>Uneven Pavement Northbound, Dixie at Aimco</b> | February/07  |
|                       | March/07  | The Region of Peel has been notified, status unchanged. Management co-chair to follow up with Service Development.   |
|                       | April/07  | Service Development continues to contact the Region of Peel, status unchanged. Management co-chair stated that the entire right hand lane for half a block requires resurfacing.   |
|                       | May/07  | Status unchanged, co-chair to follow up with Service Development.  |

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| June/07                       | Committee advised that construction is currently underway at this location. Location to be checked prior to next meeting.   |                     |
| July/07                       | Service development following up on construction status.  |                     |
| August/07                     | Status unchanged, construction ongoing, Service Development to follow up with Region of Peel.   |                     |
| <b>Storage Area Lighting</b>  | Lenses have been cleaned, bulbs replaced in storage area. Illumination of area to be checked before next meeting to ensure that circle checks can be conducted thoroughly.                            | <b>Oct 07</b>       |
| May/06                        |   |                     |
| September/06                  | Management co-chair sending request form into CFM for additional lighting.  |                     |
| November/06                   | On sight meeting with Management co-chair and another with contractors. Outcome pending.  |                     |
| January/07                    | Proposal currently being put together regarding the lighting issue. More information to follow.   |                     |
| February/07                   | A proposal was submitted to the Management co-chair, which will be presented to the Manager of Transit Operations.  |                     |
| March/07                      | Meeting is scheduled for March 23 <sup>rd</sup> to further discuss this issue with Manager, Maintenance, Operations and Malton Renovation Co-ordinator.   |                     |
| April/07                      | Improvement to storage area lighting will be included in the upcoming Malton renovation project.  |                     |
| July/07                       | Storage area lighting will be monitored once installation completed.  |                     |
| <b>Door #4, 7 – Door Beam</b> | Corporate Services have been issued an urgent 402 request, so funds will be allocated in their 2007 budget, to complete work required. Work to be included in the upcoming Malton renovation project. | <b>Item dropped</b> |
| May/06                        |   |                     |
| April/07                      | Management co-chair advised funds have been approved for this project, will contact CFM for update.   |                     |
| May/07                        | CFM is waiting for response from maintenance as to if the replacement of door beams can wait till mid summer or if they are required before this time.  |                     |
| June/07                       | CFM has confirmed that they will be replacing eye beams by mid summer.  |                     |
| July/07                       | Eye beam on door #4 has been replaced, door 7 still pending.  |                     |
| August/07                     | Worker rep stated door 7 eye beam is now working. Management co-chair to follow up with CFM on replacement status.  |                     |

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| <p><b>Bus Switch Features</b></p> <p>June/07</p> <p>July/07</p> <p>August/07</p> <p>September/07</p> | <p>Worker rep would like to see consistency of (ON/OFF switch) for the seats, lights, &amp; mirrors when repaired by maintenance, as frequently they are often being reversed.</p> <p>To be discussed at meeting of July 12<sup>th</sup>.</p> <p>Concern not addressed at July 12<sup>th</sup> meeting, management co-chair to contact Manager, Maintenance.</p> <p>No feedback from maintenance, meeting arranged for September 20<sup>th</sup> to discuss further.</p>   | <p><b>Oct/07</b></p>       |
| <p><b>Window Washer Fluid</b></p> <p>July/07</p> <p>August/07</p> <p>September/07</p>                | <p>Worker rep stated that current window washer fluid is not as effective as in the past, wondering if liquid used in washing the units has been changed as windshields are filmy? Management co-chair will follow up with maintenance on matter.</p> <p>Management co-chair stated that maintenance is unaware of any fluid changes in the Wash Bay. Worker rep stated that there still is in the early morning a white residue on the front of buses only (windshield/mirror areas) and asked that units be checked, one hour after washing. Management co-chair to contact Malton maintenance supervisor for further investigation.</p> <p>Worker rep stated matter has been corrected since interior construction completed.</p> | <p><b>Item dropped</b></p> |
| <p><b>Centre Rear Brake Light</b></p> <p>August/07</p> <p>September/07</p>                           | <p>Worker rep requested that a procedure for checking the centre rear brake light be written; management co-chair to follow up.</p> <p>Management co-chair informed the Committee that the centre rear brake lights are inspected when preventative maintenance is conducted.</p> <p>Worker rep suggested that a mirror be placed on the exit gate post to enable operators to check their rear centre lights; and that Training issue a memo requesting operators to report to Control units they see operating with the rear centre brake light out so a VCR is issued. Worker rep agreed to drop issue, turning matter over to maintenance and wait for feedback. Memo will be issued by Management co-chair.</p>                 | <p><b>Item dropped</b></p> |
| <p><b>Garbage Bins</b></p> <p>August/07</p> <p>September/07</p>                                      | <p>Due to complaints by operators, the worker rep requested a procedure be written on the replacement of garbage bins when full during change of shifts; management co-chair to follow up.</p> <p>Worker rep agreed to drop issue provided the garbage bins are sanitized 4 times/month in each bus. Operators are requested to use paper towels issued by report to handle the bins when emptying. Management co-chair to follow up on status of a modified worker for replacement of clean containers.</p>   | <p><b>Item dropped</b></p> |
| <p><b>Westwood Mall Washroom</b></p>   | <p>Worker rep stated that this facility is inadequate for many reasons and requested that it be replaced immediately, especially with additional drivers coming to Malton.</p>   |                            |

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|-----------|---|--|
| August/07 | Management co-chair to investigate and advise findings.<br><br>Approval has been given for Chantler to replace current facility. Management co-chair following up on replacement. |  |
|-----------|---|--|