

**MISSISSAUGA TRANSIT
HEALTH & SAFETY COMMITTEE MINUTES
Malton Satellite
Wednesday, May 28, 2008
2:00 P.M. Malton Boardroom**

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

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

Regrets:

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.

1. ADOPTION OF PREVIOUS MINUTES

The Malton Health and Safety Committee minutes of April 16th were approved as read with the exception #7 (Items Carried Forward, Cardiff Washroom) approximate completion date is to read June/08 not July/08.

2. Summary of RECOMMENDATIONS

No recommendations were put forward from previous meeting.

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

The Health & Safety Specialist stated that for April Malton reported six incidents. One lost time, two medical aid, two injuries (no first aid required) and one incident (no injury). More assaults were reported in April with three assaults under one incident being reported for Malton.

4. WHMIS UPDATE

On April 28th WHMIS training was given to twelve newly hired employees.

5. TRAINING

Core Certification Stage 1 training was completed by committee co-chairs and Accident Investigation Level 1 training was completed by worker co-chair this month.

6. MSDS REVIEW

Maintenance is presently testing a new power wash chemical (UNOPW) for which MSDS binders will be updated upon approval of chemical.

Health & Safety Specialist to arrange with Management co-chair the creating of three additional MSDS binders for facility. Management co-chair to establish with Supervisor Stores/Building & Route guidelines to ensure binders are updated as new MSDS sheets are issued and placed on WellNet.

7. ITEMS CARRIED FORWARD (see Outstanding Items List)

8. AGENDA ITEMS

Convex Mirrors – Earlier this month, a site meeting was held with both Committee Health & Safety Co-chairs to determine the correct position on the installation of convex mirrors. It was agreed, that the installation of the convex mirrors be below the existing large mirror and all units be standardized in installation for consistency (see 0500 series).

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	Proheat exhaust not venting properly	(repeat)
Maintenance, lunch room	Blinds dirty/broken	Clean/replace
Bay 4	Exhaust hose ripped	Repair
Outdoor storage	Potholes – bay 3/4/11/12, entrance to wash bay	Fill/fix
Outdoor storage, mtnce	Repaint lines	Paint
Bay 17	Down spout on back pillar	Fix
Bay 12	Spotlight, bulb burnt out	Replace
Eye Wash	Left side not working	Clean
Maintenance, lunch room	Light burnt out	Replace
Entrance to outdoor storage	Holes in path from back parking lot	Fill/fix
Canopy light	Canopy light by exit gate burnt out	Replace

TERMINAL INSPECTION

South Common Mall	Rough pavement on entrance	Done
Dixie/Aimco	Pavement/catch basin sunken	(repeat)
Renforth & Carlingview	Uneven pavement	(repeat)
South Common Mall	Rough pavement on entrance from Burnhamthorpe	(repeat)
427 South Ramp @ Derry	Uneven pavement	
Torbram Railway Crossing	Needs repainting	
Lines inside Airport	Needs repainting	Management rep to follow up with Service Development
Carlingview north of Renforth	Pot holes require immediate attention.	Management rep to follow up with Service Development
Derry & Professional Crt	Re-do pavement markings at intersection.	Management rep to follow up with Service Development
Khalsa Drive/Transmark	No Parking signs on both sides of street need replacing.	Management rep to follow up with Service Development

10. VEHICLE ACCIDENT SUMMARY BOTH GARAGES – APRIL 2008 (2008/05/28 report)

*Accidents to be adjudicated.

Accidents*	Internals	Incidents	Onboard	Shelters	Total Accidents	Preventable Accidents	Non Preventable Accidents
29	6	31	21	0	87	2	7

11. HAZARD INFORMATION REPORTS

No new reports were received.

12. NEW BUSINESS

Special Event Coverage – Worker rep requested that more route supervision, transit enforcement coverage be made available for special events throughout the summer. Management co-chair will contact Manager, Service Delivery and bring findings to next meeting.

Washroom Listings in Orange Book – Worker rep stated that not all washrooms are listed in orange book as on the route 35/35A only Islington Subway is stated. Management co-chair will send an email to Service Development and ask when next update is scheduled to be published.

Ministry of Labour – Health & Safety Specialist reviewed MOL recommendations of May 21st site visit. A meeting is to be arranged with both Committee Health & Safety Co-chairs & Health & Safety Specialist to further discuss MOL recommendations.

13. ADJOURNMENT

Meeting adjourned at 4:30 PM

Next Terminal Inspection:

TBA

Next Plant Inspection:

TBA

Next meeting:

Wednesday, June 18, 2008 @ 2:00 pm

Local 1572 Signature

Date

Transit Department Signature

Date

Items Carried Forward		
Item		Approximate Completion Date
Uneven Pavement Northbound, Dixie at Aimco February/07 March/07 April/07 May/07 June/07 July/07 August/07 October/07 November/07 December/07 January/08 February/08 March/08 April/08 May/08	There was a concern raised about the uneven pavement at the bus stop on Dixie at Aimco. Management co-chair to follow up.	Revised June /08
	The Region of Peel has been notified, status unchanged. Management co-chair to follow up with Service Development.	
	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.	
	Status unchanged, co-chair to follow up with Service Development.	
	Committee advised that construction is currently underway at this location. Location to be checked prior to next meeting.	
	Service development following up on construction status.	
	Status unchanged, construction ongoing, Service Development to follow up with Region of Peel.	
	Region of Peel confirmed that work will be completed shortly.	
	Region of Peel confirmed that work will be done by months end.	
	Work has started in the area.	
	Worker rep stated that asphalt has been pulverized and distributed, however the manhole cover needs to be raised and re-levelled. Management rep to contact Region on status of work.	
	Work to be completed in spring.	
	Progress to be monitored during terminal inspection.	
	Work still not completed worker rep to contact Service Development to obtain firm date from Region.	
No update available, meeting to be arranged with management reps & Service Development next week.		
Level Crossings Not In Service September/07 October/07	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.	Revised June /08
	Service Development awaiting response from Region of Peel on removal of railway crossing at Lakeshore & Hydro Road.	

<p>November/07</p> <p>December/07</p> <p>January/08</p> <p>February/08</p> <p>March/08</p> <p>May/08</p>	<p>The City's Traffic Department confirmed these tracks have not been used for quite some time but CN has taken no physical measures to prevent trains from crossing Lakeshore Road East. Decision pending from CN Rail and Region of Peel as to whether these tracks will be removed.</p> <p>No update was reported.</p> <p>Management rep to follow up with Service Development on status of Lakeshore Road East rail crossing from CN & Region.</p> <p>CN has confirmed that the Lakeshore & Hydro Road railway crossing is to remain. Management co-chair to contact CN and request that missing westbound signage is installed.</p> <p>No response from CN.</p> <p>No response from CN to inquires made by management co-chair in April/May.</p>	
<p>Renforth @ 401</p> <p>September/07</p> <p>October/07</p> <p>December/07</p> <p>April/08</p> <p>May/08</p>	<p>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.</p> <p>Area inspected during terminal inspection, noting four bumps requiring attention. Service Development to be contacted.</p> <p>Region has cut back on road crews for the season and this item will not be addressed until the spring.</p> <p>Management rep to follow up with Service Development as to status from Region.</p> <p>Meeting to be arranged with management reps & Service Development next week</p>	<p>Revised June /08</p>
<p>Torbram Railway Crossing Clarification</p> <p>October/07</p> <p>November/07</p> <p>January/08</p> <p>March/08</p>	<p>The union co-chairs from both HSC along with a representative from the Training department observed at the Torbram Road rail crossing the barrier is in an appropriate location. However, the lines are located beyond the barrier itself; so if anyone were to stop at the line markings the barrier would come down on the vehicle. This rail is identified as a CN rail.</p> <p>Management co-chair stated that this item has been brought forward by the CP HSC and will request that they follow up with Service Development on findings received this month.</p> <p>Management co-chair spoke to CN regarding the Torbram stop lines at the rail crossing and was informed that they do not handle the painting, as this is done thru the Region of Peel. Service Development has been requested to contact the Region.</p> <p>Management co-chair stated that the Works Department will complete the painting in the spring.</p> <p>Will be monitored during terminal inspection.</p>	<p>Revised June /08</p>

	April/08	Management rep to follow up with Service Development.	
	May/08	Meeting to be arranged with management reps & Service Development next week	
Malton Fire Plan	December/07	Fire plan for Malton needs to be updated.	June/08
	January/08	Health & Safety Specialist to follow up with Corporate Security on updating the Malton fire plan. HSC to be involved in the implementation.	
	March/08	Corporate Security arranging to update Malton fire plan which will include contact names, extensions; and will submit to the Fire Department for their approval.	
	May/08	Health & Safety Specialist to meet with TMT on fund approval.	
Bus Allocation		Allocation of buses to be clarified with Service Delivery, as currently units are being allocated down rather than across the parking sheet columns creating unsafe conditions within storage compound. Management co-chair to follow up.	Revised June/08
	February/08		
	March/08	Worker rep to follow up on email issued to Service Delivery as no response has been received.	
	April/08	Item has been referred to TLC meeting.	
	May/08	Manager, Service Delivery issued an email to report & allocation staff, to allocate buses in Malton across the rows; due to the depressions in the blacktop making it difficult for operators to manoeuvre thru the rows. Management co-chair to follow up with Manager, as worker co-chair stated this was not being done consistently as of today's meeting.	
Names, locations, extensions of certified reps		Committee discussed the names, locations and extensions of certified H&S reps designated to conduct work refusals and stoppages. Management co-chair will email information to Transit Health & Safety Specialist for review by T&W Health Safety Specialist so flow chart can be issued with information stated.	Revised June/08
	March/08		
	April/08	Management co-chair to meet with Health & Safety Specialist to finalize Work Refusal Flow Chart.	
	May/08	Work Refusal Flow chart to be updated following meeting.	
Cardiff Washroom		Worker rep stated that hours of Maple Leaf Restaurant are insufficient for operators, requesting that a portable facility be reconsidered for this location. Management co-chair will investigate.	Revised June/08
	March/08		
	April/08	Worker co-chair stated that Maple Leaf Restaurant is no longer in business and requested that a trailer be placed at Mount Charles Park. Also, if this was not feasible that Coffee Time at Derry/Columbus (south side) will allow use of their washrooms however service changes would be required by Service Development.	
		Management co-chair denied request due to security issues and will be contacting Service Development, to have current washroom list verified and to look into other facilities for	

	possible use. They will also be investigating the re-routing of buses thru this area.	
May/08	Service Development investigating other facilities, once findings known worker co-chair will be notified.	
Shop Lighting		July/08
March/08	Worker rep stated lighting in the shop is insufficient for the night shift maintenance employees. Management co-chair to follow up with Supervisor Stores/Building & Route as to what can be done to improve situation.	
April/08	Supervisor Stores/Building & Route to arrange a for formal candle watt test with CFM of area.	
May/08	No update available.	
Diesel Fumes		July/08
March/08	Wash bay employees have requested that the ventilation system be checked due to the increase of diesel fumes in their workplace. Management co-chair will contact Supervisor Stores/Building & Route for further investigation.	
April/08	CFM already working at installing two additional roof vents in shop area. Supervisor Stores/Building & Route will ask CFM to check wash bay ventilation upon completion and in the fall when weather becomes colder.	
May/08	No update available.	
Placement of Maxi Brake		July/08
March/08	Worker co-chair stated that placement of maxi brake in 05, 06, 07 is too close in proximity to the left knee. Management co-chair to further investigate with Manager, Maintenance.	
April/08	One unit at CP has had the maxi brake moved to a different location. Management co-chair to follow up with Manager, Maintenance as to operator feedback.	
May/08	Manager, Maintenance investigating further with manufacturer, information forthcoming.	
Transit Enforcement		Item dropped
March/08	Currently Transit Enforcement is available to 1 AM. Worker co-chair asked if there hours of availability could be extended to 3:30 AM. Management co-chair to further investigate with Service Delivery.	
April/08	Item has been referred to TLC meeting. Management co-chair to follow up and bring findings to next meeting.	
May/08	Service Delivery has adjusted hours so transit enforcement is on the road Friday/Saturday night to 3:15 AM. CCTT Saturday coverage changed to 7:15 PM.	
Right Windshield		June/08
March/08	Work rep stated that operators are unable to see out their right convex mirror due to brightness and wondered if a sun visor could be installed on the right windshield. Management co-chair to follow up with maintenance.	
April/08	Further discussion required with maintenance and co-chairs, management co-chair to arrange.	
May/08	See recommendation.	
08 Artics		July/08
	Worker rep advised that the curb side mirrors need to be realigned as they are too far out, obstructing full visibility.	

April/08	Management co-chair to ask maintenance to investigate	
May/08	Manager, Maintenance will investigate matter once worker reps provide unit numbers to management co-chair.	

RECOMMENDATION

Mississauga Transit Health & Safety Committee
6780 Professional Court
Wednesday, May 28, 2008

The Health & Safety Committee recommends the installation of pull cord quick release, translucent blinds on the right windshield as currently used by York Region Transit (VIVA Transit).

Local 1572 Signature

Date

Transit Department Signature

Date