

**MISSISSAUGA TRANSIT
HEALTH & SAFETY COMMITTEE MINUTES
Malton Satellite
Wednesday, June 18, 2008
2:00 P.M. Malton Boardroom**

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

Invitees: Robin Qu, Health & Safety Specialist

Regrets: Sandra Haywood

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 May 28th were approved as read.

2. Summary of RECOMMENDATIONS

Response to recommendation pending.

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

WSIB incidents were down in May, four reports were filed in Malton. Two lost time (same employee), two injuries (no first aid required) with one being the result of an assault.

4. WHMIS UPDATE

WHMIS training was given to nine newly hired employees.

5. TRAINING

No new training to report.

6. MSDS REVIEW

Maintenance is currently testing two new products in the workplace - Tuffcoat Polyacryl Anhydride Enamel for coating of metal and UNOPW a power wash chemical. Upon approval the MSDS sheets will be added to the MSDS binders.

Management co-chair is to arrange for one additional MSDS binder for the maintenance supervisor and not three as prior stated. Health & Safety Specialist to ensure that as new products are brought into the workplace WellNet is updated and all concerned parties are issued updates for the MSDS binders in their working area.

7. ITEMS CARRIED FORWARD (see Outstanding Items List)

8. AGENDA ITEMS

No items reported.

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	Quotation pending
Outdoor storage	Potholes – bay 3/4/11/12, entrance to wash bay	Fill/fix (repeat)
Outdoor storage, mtnce	Repaint lines	Paint (waiting for repaving to be completed)
Bay 17	Down spout on back pillar	Fix (repeat)
Entrance to outdoor storage	Holes in path from back parking lot	Fill/fix (repeat)
Canopy light	Canopy light by exit gate burnt out	Replace (repeat)
Wash Bay	Spot light burnt out	Replace bulb

TERMINAL INSPECTION

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	Ramp to be repaved this summer, Service Development to follow up on completion date.
Torbram Railway Crossing	Needs repainting	(repeat) see items carried forward
Lines inside Airport	Rte 7 through terminal, Silverdart (south of Jetliner) needs repainting	(repeat)
Carlingview north of Renforth	Pot holes require immediate attention	City of Toronto has issued service request.
Derry & Professional Crt	Re-do pavement markings at intersection	Request made to appropriate department.
Khalsa Drive/Transmark	No Parking signs on both sides of street need replacing	Service Development arranging for new signs to be posted.
Square One	Floor grate broken at door #3	Replace
	Missing trees on Rathburn east platform	Replace or cover hole
	Urinals out of service	Repair

10. VEHICLE ACCIDENT SUMMARY BOTH GARAGES – MAY 2008

*Accidents to be adjudicated.

Accidents*	Internals	Incidents	Onboard	Shelters	Total Accidents	Preventable Accidents	Non Preventable Accidents
25	10	28	10	0	73	0	6

11. HAZARD INFORMATION REPORTS

No new reports were received.

12. NEW BUSINESS

Undercoating Spray – Worker co-chair stated that when units were recently undercoated an oily film was left on the windshield as a result of a double rinse not being completed to remove the film. Management co-chair will be contacting the maintenance supervisor, to make concerns known.

Philip Pocock Bus Stop – Worker rep stated that bus stop at the south end is unsafe for route 51, 52 operators. Management rep has arranged a site meeting with Service Development and worker co-chair Thursday, June 19th.

13. ADJOURNMENT

Meeting adjourned at 4:30 PM

Next Terminal Inspection:

TBA

Next Plant Inspection:

TBA

Next meeting:

Wednesday, July 16, 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 June/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 July/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.	
Service Development to contact Region on timeframe.		
Level Crossings Not In Service September/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 July/08

<p>October/07</p> <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>June/08</p>	<p>Service Development awaiting response from Region of Peel on removal of railway crossing at Lakeshore & Hydro Road.</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>No update.</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>June/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>City of Toronto has issued a service request.</p>	<p>Revised July/08</p>
<p>Torbram Railway Crossing Clarification</p> <p>October/07</p> <p>November/07</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>Revised July/08</p>

	January/08	Management co-chair stated that the Works Department will complete the painting in the spring.	
	March/08	Will be monitored during terminal inspection.	
	April/08	Management rep to follow up with Service Development.	
	May/08	Meeting to be arranged with management reps & Service Development next week.	
	June/08	Service Development to contact Region on timeframe.	
Malton Fire Plan	December/07	Fire plan for Malton needs to be updated.	Item dropped
	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.	
	June/08	Funds approved, fire plan will be issued once all construction has been completed.	
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 July/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.	
	June/08	Worker co-chair stated that proper positioning of units is not being done consistently. Management co-chair to contact Manager, Service Delivery.	
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.	Item dropped
	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.	
	June/08	Flow chart completed & posted in workplace.	

<p>Cardiff Washroom</p> <p>March/08</p> <p>April/08</p> <p>May/08</p> <p>June/08</p>	<p>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.</p> <p>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.</p> <p>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.</p> <p>Service Development investigating other facilities, once findings known worker co-chair will be notified.</p> <p>Response from Service Development was not acceptable to Committee as washroom availability is only from 7 AM to 5 PM. See recommendation attached.</p>	<p>Revised July/08</p>
<p>Shop Lighting</p> <p>March/08</p> <p>April/08</p> <p>May/08</p> <p>June/08</p>	<p>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.</p> <p>Supervisor Stores/Building & Route to arrange a for formal candle watt test with CFM of area.</p> <p>No update available.</p> <p>Supervisor Stores/Building & Route arranging for all the bulbs to be cleaned & replaced were necessary.</p>	<p>July/08</p>
<p>Diesel Fumes</p> <p>March/08</p> <p>April/08</p> <p>May/08</p> <p>June/08</p>	<p>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.</p> <p>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.</p> <p>No update available.</p> <p>Quotes currently being obtained for the installation of a new ventilation system by the end of this year.</p>	<p>July/08</p>
<p>Placement of Maxi Brake</p> <p>March/08</p> <p>April/08</p>	<p>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.</p> <p>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.</p>	<p>July/08</p>

	May/08	Manager, Maintenance investigating further with manufacturer, information forthcoming.	
	June/08	No update available.	
Right Windshield	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.	June/08
	April/08	Further discussion required with maintenance and co-chairs, management co-chair to arrange.	
	May/08	See recommendation.	
	June/08	Response pending to recommendation.	
08 Artics	April/08	Worker rep advised that the curb side mirrors need to be realigned as they are too far out, obstructing full visibility. Management co-chair to ask maintenance to investigate	July/08
	May/08	Manager, Maintenance will investigate matter once worker reps provide unit numbers to management co-chair.	
	June/08	No update available.	
Special Event Coverage	May/08	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.	Item dropped
	June/08	Service Delivery has confirmed that more coverage will be made available.	
Washroom Listings in Orange Book	May /08	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.	Item dropped
	June/08	Service Development has updated the washroom listing for June 30th sign up to include Tim Hortons (30 Eglinton Ave E) and MacDonalds (East of Winston Churchill).	
Ministry of Labour	May/08	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.	Aug/08
	June/08	The ten notice of compliance orders have been completed by Maintenance and submitted to MOL. Above meeting still to be arranged to further discuss MOL recommendations.	

RECOMMENDATION

Mississauga Transit Health & Safety Committee
6780 Professional Court
Wednesday, June 18, 2008

The Health & Safety Committee recommends the installation of a lockable portable washroom to service routes 51 & 5 (north end) and route 15B (west end) that is respective of community by-laws.

Local 1572 Signature

Date

Transit Department Signature

Date