

**MISSISSAUGA TRANSIT  
HEALTH & SAFETY COMMITTEE MINUTES  
Malton Satellite  
Wednesday, July 16, 2008  
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:** Mickey Frost, Manager, Operations  
Vito Tomas, President, Local 1572, ATU  
Robin Qu, Health & Safety Specialist

**Regrets:** Borislav Kuljanin, Sandra Haywood

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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.*

Management co-chair welcomed Mickey Frost to the Committee, who discussed briefly the recent audit results on Announcing Of Bus Stops; and noted any incorrect signage installation is to be reported to the Operations Supervisor for immediate action.

**1. ADOPTION OF PREVIOUS MINUTES**

The Malton Health and Safety Committee minutes of June 18<sup>th</sup> were approved as read with the exception noted to item #6 "maintenance is currently testing two new products in the workplace" which is to read "maintenance is testing two new products in Central Parkway" as no testing is being conducted in Malton.

**2. Summary of RECOMMENDATIONS  
Meeting of May 28, 2008**

Recommendation: 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).

Response: Transit Management sent the co-chair of the Malton Health & Safety Committee to visit Veiola Transportation, the contracting company responsible for the operation of the Viva buses. This visit took place on Thursday, June 19, 2008.

The findings from this visit indicate the following information:

- the VIVA blinds are not translucent
- the right side mirror is positioned differently on the VIVA buses for viewing through a side window, not through the front window as is the case with MT
- the sun is not completely blocked from the bus operator with the VIVA blind

Based on the above findings, the configuration of the pull down blinds that MT currently has is sufficient. The investment of purchasing the Viva-type blinds is not recommended as this time however, MT will consider this system of blinds in future bus purchases.

*Transit Management response to recommendation being reviewed by Committee.*

**Meeting of June 18, 2008**

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

*Committee advised of draft response, official response to follow by weeks end.*

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

June reported the highest number of WSIB incidents with seven claims filed in Malton. Three resulted in lost time; two injuries (no first aid required), one incident (no injury) and one medical aid.

**4. WHMIS UPDATE**

WHMIS training was given to nine newly hired employees.

**5. TRAINING**

No new training to report.

**6. MSDS REVIEW**

No new MSDS sheets have been introduced to MT over the past month. Malton Satellite now has two MSDS binders on-site with a copy located in the maintenance supervisor's office and the CHUBB box outside the entrance gate to the property.

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

**8. AGENDA ITEMS**

Investigations – Worker rep requested that in future co-chairs along with management be involved jointly in all investigations, management co-chair agreed to request. **Info Only**

Exterior bus mirrors: Worker rep would like to see identical, one piece, dual adjustable exterior mirrors on both sides of all units. Management co-chair will speak to Manager, Maintenance to discuss further.

**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           | Management rep to follow up on status with Supervisor Stores/Building & Route |
| Outdoor storage         | Potholes – bay 3/4/11/12, entrance to wash bay | Holes, cold patched – completed.  |
| Outdoor storage, mtncce | Repaint lines                                  | Shop lines completed, outdoor storage pending.                                |
| Canopy light            | Canopy light by exit gate burnt out            | Replace (repeat)  |
| Eye Wash Station        | Left side not working properly                 | Clean   |

**TERMINAL INSPECTION**

|                               |   |  |
|-------------------------------|---|--|
| Dixie/Aimco                   | Pavement/catch basin sunken   | (repeat)   |
| Renforth & Carlingview        | Uneven pavement   | (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                                 | Department notified, no change.  |
| Square One                    | Missing trees on Rathburn east platform, open grate                     | Replace or cover hole, repair grate.   |
| Islington Subway              | Rte 20 Stop, sidewalk broken & lifted.                                  | Repair   |
| Meadowvale Entrance           | Rough pavement  | Repair   |

**10. VEHICLE ACCIDENT SUMMARY BOTH GARAGES – JUNE 2008**

\*Accidents to be adjudicated.

| Accidents* | Internals | Incidents | Onboard | Shelters | Total Accidents | Preventable Accidents | Non Preventable Accidents |
|------------|-----------|-----------|---------|----------|-----------------|-----------------------|---------------------------|
| 29         | 5         | 32        | 19      | 0        | 85              | 4                     | 4                         |

**11. HAZARD INFORMATION REPORTS**

No new reports were received.

**12. NEW BUSINESS**

**Route 7 thru Airport, Terminal 1** – Due to safety considerations, the worker co-chair requested that Service Development re-evaluate the routing of this route due to difficult lane changes exiting the terminal. Management co-chair to speak to Service Development and advise findings at next meeting.

**13. ADJOURNMENT**

Meeting adjourned at 5:00 PM

Next Terminal Inspection: TBA  
 Next Plant Inspection: TBA  
 Next meeting: **Wednesday, August 20, 2008 @ 2:00 pm**

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Local 1572 Signature

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Date

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Transit Department Signature

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Date

| Items Carried Forward  |  |                             |
|--|--|-----------------------------|
| Item   |  | Approximate Completion Date |
| <b>Uneven Pavement Northbound, Dixie at Aimco</b><br>February/07 | There was a concern raised about the uneven pavement at the bus stop on Dixie at Aimco. Management co-chair to follow up.  | <b>Revised Aug/08</b>       |
| 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.  |                             |
| 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.  |                             |
| October/07   | Region of Peel confirmed that work will be completed shortly.  |                             |
| November/07  | Region of Peel confirmed that work will be done by months end.   |                             |
| December/07  | Work has started in the area.  |                             |
| January/08   | 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.  |                             |
| February/08  | Work to be completed in spring.  |                             |
| March/08   | Progress to be monitored during terminal inspection.   |                             |
| April/08   | Work still not completed worker rep to contact Service Development to obtain firm date from Region.  |                             |
| May/08   | No update available, meeting to be arranged with management reps & Service Development next week.  |                             |
| June/08  | Service Development to contact Region on timeframe.  |                             |
| July/08  | No change or update available.   |                             |
| <b>Level Crossings Not In Service</b>                            | 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 | <b>Item dropped</b>         |

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|--|---|------------------------------|
| <p>September/07</p> <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>July/08</p> | <p>Development to be contacted by Management co-chair.</p> <p>Service Development awaiting response from Region of Peel on removal of railway crossing at Lakeshore &amp; 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 &amp; Region.</p> <p>CN has confirmed that the Lakeshore &amp; 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>Management co-chair advised by CN to contact Transport Canada to resolve matter.</p> |                              |
| <p><b>Renforth @ 401</b></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>July/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 &amp; Service Development next week</p> <p>City of Toronto has issued a service request.</p> <p>No change or update.</p>  | <p><b>Revised Aug/08</b></p> |
| <p><b>Torbram Railway Crossing Clarification</b></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</p>  | <p><b>Revised Aug/08</b></p> |

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| <p>October/07</p> <p>November/07</p> <p>January/08</p> <p>March/08</p> <p>April/08</p> <p>May/08</p> <p>June/08</p> <p>July/08</p> | <p>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>Management rep to follow up with Service Development.</p> <p>Meeting to be arranged with management reps &amp; Service Development next week.</p> <p>Service Development to contact Region on timeframe.</p> <p>Final details of new contract completed, status unchanged.</p>  |                            |
| <p><b>Bus Allocation</b></p> <p>February/08</p> <p>March/08</p> <p>April/08</p> <p>May/08</p> <p>June/08</p> <p>July/08</p>        | <p>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.</p> <p>Worker rep to follow up on email issued to Service Delivery as no response has been received.</p> <p>Item has been referred to TLC meeting.</p> <p>Manager, Service Delivery issued an email to report &amp; 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.</p> <p>Worker co-chair stated that proper positioning of units is not being done consistently. Management co-chair to contact Manager, Service Delivery.</p> <p>Service Delivery is aware of concerns and has taken corrective action.</p> | <p><b>Item dropped</b></p> |
| <p><b>Cardiff Washroom</b></p> <p>March/08</p> <p>April/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><b>Item dropped</b></p> |

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|--------------------------------|--|----------------|
|                                | <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>May/08 Service Development investigating other facilities, once findings known worker co-chair will be notified.</p> <p>June/08 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>July/08 Recommendation put forward last meeting, response forthcoming.</p>  |                |
| <b>Shop Lighting</b>           | <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 &amp; Route as to what can be done to improve situation.</p> <p>March/08</p> <p>April/08 Supervisor Stores/Building &amp; Route to arrange a for formal candle watt test with CFM of area.</p> <p>May/08 No update available.</p> <p>June/08 Supervisor Stores/Building &amp; Route arranging for all the bulbs to be cleaned &amp; replaced were necessary.</p> <p>July/08 Work will be completed by September.</p>   | <b>Sept/08</b> |
| <b>Diesel Fumes</b>            | <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 &amp; Route for further investigation.</p> <p>March/08</p> <p>April/08 CFM already working at installing two additional roof vents in shop area. Supervisor Stores/Building &amp; Route will ask CFM to check wash bay ventilation upon completion and in the fall when weather becomes colder.</p> <p>May/08 No update available.</p> <p>June/08 Quotes currently being obtained for the installation of a new ventilation system by the end of this year.</p> <p>July/08 Ongoing project, further meetings have been arranged, safety committee will monitor progress.</p> | <b>Jan/09</b>  |
| <b>Placement of Maxi Brake</b> | <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>March/08</p> <p>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.</p> <p>May/08 Manager, Maintenance investigating further with manufacturer, information forthcoming.</p>   | <b>Oct/08</b>  |

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|-------------------------------|----------|---|---------------------|
|                               | June/08  | No update available.  |                     |
|                               | July/08  | Management co-chair advised that the manufacturer is shipping the new 08 40 foot units with maxi brake in the new location. Manager, Maintenance negotiating to have all 06/07 units modified.  |                     |
| <b>Right Windshield</b>       | 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.   | <b>Item dropped</b> |
|                               | 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.   |                     |
|                               | July/08  | Transit Management response to recommendation being reviewed by Committee.  |                     |
| <b>08 Artics</b>              | 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  | <b>Aug/08</b>       |
|                               | May/08   | Manager, Maintenance will investigate matter once worker reps provide unit numbers to management co-chair.  |                     |
|                               | June/08  | No update available.  |                     |
|                               | July/08  | Concern was investigated by Manager, Maintenance, Management co-chair and a trainer with no safety concerns noted. Matter to be further investigated with worker rep present.   |                     |
| <b>Ministry of Labour</b>     | 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.  | <b>Item dropped</b> |
|                               | 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.   |                     |
|                               | July/08  | Health & Safety Specialist discussed with the committee Central Parkways MOL orders and recommendations and suggested that a walk thru Malton be done prior to next meeting.  |                     |
| <b>Undercoating Spray</b>     | June/08  | 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. | <b>Item dropped</b> |
|                               | July/08  | Management co-chair emailed Malton maintenance supervision of health & safety concern, requesting that the front windshield gets extra time on rinse cycle.   |                     |
| <b>Philip Pocock Bus Stop</b> |          | Worker rep stated that bus stop at the south end is unsafe for route 51, 52 operators. Management rep has arranged a site   | <b>Item dropped</b> |

|         |  |  |
|---------|--|--|
| June/08 | meeting with Service Development and worker co-chair<br>Thursday, June 19th. |  |
| July/07 | No problem observed as reported.   |  |