

**MISSISSAUGA TRANSIT  
JOINT HEALTH & SAFETY COMMITTEE MEETING  
CENTRAL PARKWAY**

Wednesday, January 20<sup>th</sup>, 2010  
10:00 a.m., Maintenance Boardroom, CPY

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**Members:** R. Lake, Co-Chairperson, R. Stratton, S. Shamahamad, A. Hosein, I. Jaff, B. MacMillan, T. Gigante, M. Parial-Sgambelluri, J. Jackson, J. McKee - Recorder

**Guests:** M. Keating, A. Stark, H. Bekker, K. Chan

**Regrets:** L. Mazuryk, T. Cafaro

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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 matter to their Health and Safety representative.**

### **1. ADOPTION OF PREVIOUS MINUTES**

The minutes of December 10<sup>th</sup> were approved as written.

### **2. Management Representative:**

The Manager of Maintenance joined the Committee to discuss any problems or concerns the Committee members may have.

#### **Neederman System:**

- Maintenance Worker Rep. questioned the Neederman System from Bays 36-42. It was previously suggested to move them to the back of the bus and hopefully it would solve the problem; it did alleviate some of the problems but did not solve it.
- There have also been complaints with the ratchets; the retractors are not holding their positions in all the bays because the ratchets are too heavy.

#### **Power Surges - Generator:**

- Maintenance Worker Rep. questioned the unanswered power surges they have been experiencing *only* on Saturday nights at approximately 1:00 a.m; the power system fires back up again but the fuel system does not. The Maintenance Manager responded by saying he spoke to the Acting Superintendent of Service Development and he contacted the electrician from Guild. The electrician claims this should not be happening; if it did occur again, they should call the contractor directly so they can come in and analyze the problem.

**ACTION:** The Maintenance Manager will follow up with the Acting Superintendent of Service Development to see why they are experiencing this power surge only on a Saturday night.

### **3. SUMMARY OF RECOMMENDATIONS**

None.

### **4. WHMIS**

The Health and Safety Specialist stated there are no updates on WHMIS at this time.

**ACTION:** The Health and Safety Specialist will follow up next month.

### **5. TRAINING**

None.

### **6. ITEMS CARRIED FORWARD (see attached Items Carried Forward list)**

## 7. AGENDA ITEMS

### a) Mississauga Transit Health and Safety Progress Report:

- The Health and Safety Specialist gave the Committee an overview of the third quarter report from July to September 2009. There are three major sections in this report that outline the major accomplishments:

- Health and Safety Program and Initiatives
- Health and Safety Issues Addressed and Accomplishments Made
- Health and Safety Education, Training and Communication and outlines the major accomplishments.

- The Customer Service Rep. brought up the fact that updating the Fire Safety Plan has not been completed for CCTT; the only change in the plan is the location of the kiosk and the washrooms. The Management Co-Chair stated they should be located in the Chubb box.

**ACTION:** The Health and Safety Specialist will follow up.

- The Supervisor of Transit Customer Service and members stated that they have many new employees located at Semenyk Court and there has been no fire safety drill since they moved in last June. The members require fire alarm drills for all transit buildings.

**ACTION:** The Health and Safety Specialist will follow up with Chief Fire Wardens.

- Maintenance Worker Rep. also questioned about the night shift personnel and Supervisors who needed to be trained as Fire Wardens.

**ACTION:** Worker Co-Chair requested fire drills to be completed *wherever* they are required as soon as possible. Maintenance Worker Rep. will follow up with Equipment Trainer to see who has been trained and report back next month.

### b) Walkway from CX Annex to CP Bus Storage Area:

- Worker Co-Chair and Operator confirm there was a posting put up for the Operators. The Operators were walking from the CX Annex facility over to CP Bus Storage Area walking all the way around the sidewalk out onto Central Parkway.

**ACTION:** The Management Co-Chair and Worker Co-Chair were both requested to go out to ensure a safe walkway was provided for the Operators. Both Co-Chairs provided a drawing for Committee members and outlined the changes that were made to provide a safe walkway for Operators to travel to and from the CX Annex to the CP Bus Storage area. The Management Co-Chair and the Worker Co-Chair followed up; a memo was sent out on January 25, 2010, to all employees by the Superintendent of Transit Operations and this issue is now resolved.

### c) Newflyer Buses and Presto

- The Technical Business Analyst and Engineering Technologist joined the Committee to talk about the Presto project and one of the devices (Driver Control Unit - DCU). Last May they went through the process of establishing the best location for this device. A final review with the vendor and two Transit Operators was held the first week of January. It was a real team effort as they also had representatives from the Advisory of the Accessibility Advisory Committee and everything went well.

- They did identify one risk with the Newflyers; there is approximately three inches between the unit and the driver's panel that could cause some risk to Operators as they enter their seats. There are two options: The Technical Business Analyst has spoken with the Training Officer and suggested they could incorporate some ergonomic training into the actual Presto training to ensure that risk is brought to a minimal or remove the privacy panel; the Committee did not agree with the second option.

- Everyone agreed that the location of the device is best for the Operator because they need to interact with it; ergonomically, it is exactly where it needs to be.

- As a result of the placement of the DCU, the placement of the privacy panel may pose some risk. The Committee decided they would have to review their options and figure out a solution.

- Training will be provided approximately three months prior before it goes live; however, they will be installing the devices approximately six months prior before they go live.

- The Committee unanimously recommended that face-to-face training be compulsory for safety reasons, not special need reasons.

**8. WORKPLACE INSPECTIONS**

Terminal inspections need to be conducted two weeks prior to the meeting date and forwarded to the Committee in time for the scheduled meeting.

**Central Parkway**

<b>LOCATION</b>	<b>HAZARD OBSERVED</b>	<b>ACTION</b>
Rebuild Shop	Lights Out	Repair
Brake Room	Lights Out	Repair
Mechanical Room	Clean Bird Droppings	Clean
Bay #43 Pit	Clean Steps	Clean
Prep and Paint Booth	Lights Out	Repair
Parking Lot	Lights Out	Repair
South East Corner of Garage	Lights Out	Repair
Bay 44 Garage	Light Shade Falling Off	Repair
Garage Eco System	Not Working	Repaired
Stock Room	Exhaust System Not Working Properly	Repair
Body Shop Mini Spray Bottle	Replace Filters	Replace
Spray Bottle	Replace Filters	Replace
Prep and Spray Booth	Needs Cleaning	Clean
Body Shop	Oil Interceptor Not Working	Repair
Body Shop - Mens Urinal	Stinks	Clean and Repair
Body Shop Roof Door	Needs Alignment	Align
Body Shop Hotwater Tank	Leaking	Repair
Wash Rack and Interior Bays	Fans Not Working Properly	Repair

**Terminal Inspections Report**

LOCATION	HAZARD OBSERVED	ACTION
C.C.T.T.	Uneven pavement at #26 Westbound Stop	N.A.
Stop # 992	No Hazard Observed, (Mississauga Road and Dundas)	N.A.
South Common	Pot Hole Near South Entrance	Repair

**3484 Semenyk Court**

LOCATION	HAZARD OBSERVED	ACTION
Plug – First Floor Kitchen	Continues to blow the fuse.	Responded to CFM
Closet to Vending Machine		

**9. MSDS REVIEW**

-The individual who was working on the MSDS binders is off on short term disability.

**ACTION:** The Health and Safety Specialist will contact Training and advise if they have any staff members on light duty to assist in the completion of these binders.

**10. VEHICLE ACCIDENT SUMMARY – November 16, 2009**

Accidents	Onboards	Incidents	Internals	Shelters	Total	Non Preventable Accidents	Preventable Accidents
17	6	14	5	1	40	9	0

Management Co-Chair questioned when do we obtain the last five years of vehicle summaries?

**ACTION:** The Health and Safety Specialist will provide a summary next month.

**11. WSIB (Workplace Safety Insurance Board) Summary**

- 17 Reports in December 09; which included 10 lost times, 2 medical aids, 1 first aids, 0 injuries, 4 incidents, 12 of the 17 accidents are from CPY - 8 lost times, 3 medical aids, 4 injuries (no first aid), 3 incidents (no injury).

-The most frequent accident types this month were Contact by/With (4) Overexertion/Strain/Twist (3) tied with Slip/ followed by Inhalation/Exposure to (1).

- Under the Causes heading the two main headings were Unsafe Conditions (4) and Lack of Procedures (1).

**12. HAZARD INFORMATION REPORTS**

None.

**13. NEW BUSINESS**

A) Piling Snow by the Retaining Wall: Maintenance Worker Rep. spoke to the Health and Safety Specialist with a concern regarding snow the contractor is piling by the retaining wall (by the turn).

### 13. NEW BUSINESS CONT'D.

The contractor is not to leave snow by the retaining wall because when the snow melts, it runs down the driveway and at night it freezes and is hazardous to anyone who has to walk up the driveway.

**ACTION:** The Health and Safety Specialist contacted the contractor; the driveway was salted the contractor is aware not to pile snow against the wall.

B) Speakers in the Operators Buses: Maintenance Worker Rep. brought to the Committee's attention that Operators are taping the speakers up over their heads because of leaks. These speakers are the Operators lifelines; in an emergency, report can hear the conversation that is taking place in the bus, if they continue to tape these speakers up, their lifelines are being cut.

- Under *no* circumstances should they be taped up. A memo needs to be written and distributed to all Operators so they are aware that this is a serious issue.

**ACTION:** Worker Co-Chair will write a memo and circulate it to all Operators (Malton and Central).

C) Drain buckets for the antifreeze: Maintenance Worker Rep. reported one of the antifreeze (hand) pumps blew up on one of the guys on the floor and injured his shoulder.

**ACTION:** Maintenance Worker Rep. and Management Co-Chair will follow-up.

D) Reflective Strips: Maintenance Worker Rep. stated a lot of personnel do not have reflective strips on their coveralls. If they go out at night they need to wear either a reflective vest or coveralls with reflective strips so they are visible at night. Please advise Supervisors to relay this to their staff.

E) Redirect Air Vent: Customer Service Rep. reported air is blowing on an employee at the Call Centre located at Semenyk Court and would like it deflected in some manner.

**ACTION:** Supervisor of Transit Customer Service will follow up.

F) New Fence Chains: Operator reported there are 30-40 foot electrical chains exposed. All moving parts that are exposed should be caged.

**ACTION:** Health and Safety Specialist received a previous complaint regarding this and has sent an email to the Superintendent of Service Development.

G) Pipes on Fences: Maintenance Worker Rep. reported a couple of years ago a guy went through the door and fence because of 1 ½ " pipe on the top of the fence; at that time it went through the windshield and through the drivers seat. He is recommending that all fences with pipe be replaced with cable.

**ACTION:** Maintenance Worker Rep. and Management Co-Chair will look at the fence in question.

H) 06 Buses: Operator is getting complaints from taller drivers that the seats do not go back far enough, is it possible an extra bolt be added. Management Worker Rep. responded by saying there are already two bolt sizes in place and unfortunately, there are no more options to move the seats.

I) Excessive Salting at Semenyk Court: Supervisor of Transit Customer Service is complaining about the excessive salt at the front entrance. The Health and Safety Specialist responded by saying he contacted the Works Department and they spoke with the contractor. The Maintenance Department will order a special mat to place outside the front door entrance and the overflow of salt will be removed.

J) Fences and Gates: Worker Co-Chair is requesting no fence or gate will be constructed which will direct pedestrians to walk on roadways designed for bus use or in front of any garage door.

**ACTION:** The Management Co-Chair will speak with the Acting Superintendent of Service Development and follow up.

K) Winston Churchill and Dundas Stop: Worker Co-Chair asked the Planning Technician for the status on this stop; he is still waiting to hear from Service Development for an update.

**13. NEW BUSINESS CONT'D.**

L) Stop Signs: Worker Co-Chair questioned what the litigation is for stop signs that protrude onto a roadway. Worker Co-Chair asked if the Traffic Department would be willing to go out with a bus to review this.

**ACTION:** Planning Technician will follow-up in Book 7 and speak to someone in the Traffic Department and report back next month.

M) Garage Doors: Worker Co-Chair questioned if we have a policy in place to check garage doors every time there is a collision with the doors. Management Co-Chair responded by saying every time there is a collision with the doors a company comes in, evaluates the damage and repairs them within a day or two.

**ACTION:** Management Co-Chair stated there is a Maintenance program in place to review the doors a minimum of four times a year. Any time there is an incident or accident with any door, damage or no damage, the Management Co-Chair needs to be notified. Worker Co-Chair will follow up with a memo to the Supervisor of Training Operations.

N) Placement of New Fences/Gates: The Worker Co-Chair is requesting that no fence or gate be constructed which will direct pedestrians to walk on roadways designed for bus use or in front of any garage door.

**ACTION:** Management Co-Chair will follow up next month.

O) Book-off for meetings: Worker Co-Chair mentioned personnel are not being book-off properly for the Health and Safety Meetings that are scheduled for the third Wednesday of every month.

**14. ADJOURNMENT**

Meeting adjourned at 12:00 pm.

**Next Meeting:  
Wednesday, February 17, 2010 at 10:00 a.m.  
Location: Maintenance Boardroom**

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A.T.U. Local 1572 Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date