

MISSISSAUGA TRANSIT
HEALTH & SAFETY COMMITTEE MINUTES
Wednesday, March 24, 2010, 1:00 PM
Malton Satellite Boardroom, 6780 Professional Court

Members: John Cameron, Co-Chairperson, Michael Byfield, Kyle Sadowsky,
Sebastian Valvo, Frank Magrone
Kathryn James – Recorder

Invitees: Robin Qu – Health and Safety Specialist

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 minutes of March 3rd were approved as written.

2. SUMMARY OF RECOMMENDATIONS

No recommendations were put forward at the last meeting.

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

In February three WSIB incidents were reported – one lost time, two medical aids all the result of neck/shoulder injuries. The most frequent accident types were overexertion, strain/twist (1), slip/fall (1), and struck by/with/against (1).

4. WHMIS

WHMIS training is scheduled week of March 29th for the eleven transit operators starting on this date.

5. TRAINING

Three committee members require Sector or Core Specific training. Management co-chair has confirmed with the Corporate Health and Safety Specialist that training is being scheduled for May, date to be announced shortly.

Twenty-five employees at Central Parkway received fire alarm system training on February 22nd which included fire alarm system, power, lighting & gas detection. Also, five fire warden training sessions were held, two for operation supervisors, three for maintenance staff for which twenty-four employees were trained.

On March 23rd health & safety orientation was given to eight employees from Trapeze & SMA, contractor awarded to install the Smart Card system on our buses.

6. MSDS REVIEW

Two MSDS have been received: Bio-circle L (washing of parts) & Alpha 1 (interior clean bus wash soap).

7. ITEMS CARRIED FORWARD (see Outstanding Items List)

8. AGENDA ITEMS
5 Year Accident Comparison

Accident Year	Accidents	Internals	Incidents	Onboard	Shelters	Total	Preventable Accidents	Non Preventable Accident
2005	314	123	502	123	4	1066	71	279
2006	264	89	589	82	4	1028	70	223
2007	341	83	520	161	16	1121	81	295
2008*	364	121	449*	211	3	1148	103*	321
2009	287	80	421	222	7	1017	63	251
Average	314	99.2	496.2	159.8	6.8	1076	77.2	273.8

*2008 updated data

Employee Health, Wellness & Safety Fair - Committee members will be attending the Annual Employee Health, Wellness and Safety Fair being held on March 30th in the Great Hall at the Civic Centre, between 11:00 am and 3:00 pm. This year's theme "Get Healthy Inside & Out" focuses on ways employees can improve or maintain their own personal health & fitness.
Information only

9. WORKPLACE INSPECTIONS

Malton Satellite – Workplace inspection to be scheduled for early next week. March & April inspections will be reviewed at the April meeting.

Terminal Inspection Report

Location	Hazard Observed	Action
Uptown Core	Path to washroom	Use sidewalk
Clarkson GO	Sign near 23 stop	Relocate
Subway	Mouse traps	Replace with closed traps
Subway	Dirty Centre booth	Clean
Subway	Lights (no lens)	Install
Meadowvale Town Centre	Pot hole #27 south stop	Repair
CCTT – Supervisors Booth	Mouse traps Entire booth	Install Clean
CCTT – Lost & Found Booth	Tarp overhead Lights Booth (dirty)	Take down, inspect for leak Replace bulb Clean
CCTT – Drivers Washroom	Water damage	Replace tiles
CCTT – First Aid Room	First aid kit	Replenish

10. VEHICLE ACCIDENT SUMMARY BOTH GARAGES – FEBRUARY 2010

*To be adjudicated.

Accidents*	Internals*	Incidents	Onboard	Shelters	Total	Preventable Accidents	Non Preventable Accidents
28	8	31	13	1	81	1	18

11. HAZARD INFORMATION REPORTS

No new reports were received.

12. NEW BUSINESS

IAPA Conference – Health & Safety Specialist to arrange for five exhibitor passes for committee members to attend the conference on either May 4 or 5th at the International Centre.

Route 51 & 5 – Worker co-chair expressed concern on lack of washroom facilities available during early morning prior to 7:30 AM as MacDonald's is the only facility open. Management co-chair to refer matter to Service Development for further investigation.

13. ADJOURNMENT

Meeting adjourned at 3:00 PM

Next Terminal Inspection:	TBA
Next Plant Inspection:	TBA
Next meeting:	Wednesday, April 21, 2010 @ 1:30 PM

Local 1572 Signature

Date

Transit Department Signature

Date

Items Carried Forward		
Item		Approximate Completion Date
Carbon Monoxide Detector	Worker co-chair requested that a carbon monoxide detector be installed in the report office area. Management co-chair will contact Supervisor Store/Building & Route on installation	Revised Apr/10
Dec/08		
Jan/09	Waiting for feedback & protocol from CFM.	
Feb/09	No update.	
Apr/09	Carbon monoxide detector installed in report office, protocol to be drafted & communicated to employees.	
May/09	No further update.	
June/09	Management co-chair to follow up on status of protocol with Superintendent, Operational Support.	
July/09	Management co-chair to contact Supervisor Stores/Building & Route on direction to follow. Superintendent, Operations has requested that further investigation be done on this issue.	
Aug/09	Supervisor Stores/Building & Route advised that the ventilation system has been fully upgraded and that this problem should not be an issue inside the building. The air conditioning vents are lower than the exhaust ventilation system as the roof is ten feet higher than the air conditioning unit so there should not be a problem with air being drawn in. An air quality test was conducted two months ago for the drivers area and route supervisors office which came back negative. Another air quality test has been requested for the report clerk's office.	
Sept/09	CFM has just completed contract with new vendor and will arrange for air quality testing for the report office shortly.	
Oct/09	Air quality test meters to be delivered by CFM next week.	
Nov/09	No update at this time. Management co-chair to follow up.	
Dec/09	CFM is looking into this. Initial testing shows everything is clear; they want to continue their testing and perform a longer study.	
Jan/10	Air quality tests were conducted and are being analyzed.	
Feb/10	In mid January adjustments were made to the HVAC unit's fresh air damper setting (to increase the amount of ventilation) for which retesting is presently being conducted. The results will be compared to original testing, report to be supplied to management co-chair hopefully by next meeting.	

	Mar/10	Second IAQ report issued to the Committee for review and discussion at the April safety meeting.	
Gas Pump			Revised Apr/10
	July/09	Committee advised arrangements are underway for September/October to install a new gas pump and upgraded fuel lines in the storage area. Management co-chair to follow up with Supervisor, Stores Building/Route on safety factor till replacement completed.	
	Aug/09	Supervisor, Stores Building/Route has confirmed that there is no safety concern with the gas pump and that the replacement can wait till fuel lines are upgraded in September/October.	
	Oct/09	Status unchanged, management co-chair to follow up with Supervisor, Stores Building/Route.	
	Nov/09	Contract has been awarded. Work has not been started.	
	Dec/09	Contract has been awarded; starting date is still to be determined.	
	Jan/10	No further updates.	
	Feb/10	Supervisor, Stores Building/Route has confirmed that the gas pump is safe to use and that work has been delayed six weeks due to ground conditions.	
	Mar/10	Work in progress, monitoring to continue.	
Westwood Mall, Rte 16			Apr/10
	July/09	Committee informed by worker rep that apparently a large convex mirror has been purchased for this location, for which the HSC is against. Management co-chair will bring matter to Manager, Operations attention and advise HSC of findings.	
	Aug/09	TMT & HSC confirmed that no mirror is being installed. Worker co-chair to follow up with Service Development on the feasibility of installing a sensor light (stop sign) flashing at eye level, advising the route 16 not to pull into the stop as the route 7 is coming through. Findings to be brought to September meeting.	
	Sept/09	Committee advised that the Transit Facilities Planning Project Leader and Acting Manager, Service Development feel that the flashing eye at this location is not a viable option at this time. Management co-chair to arrange for a trainer to assess any training needs at this location with findings brought to the next meeting.	
	Oct/09	No update, employee has just returned from vacation.	
	Nov/09	Trainers have met with employee to discuss how to manoeuvre through the area safely. Some suggestions were brought forward at that time which will be further investigated	
	Dec/09	No changes were made this month.	
	Jan/10	Three items have been identified: 1. Traffic flow around the Supervisor's booth.	

	<p>2. Curb cuts to allow for accessibility at some stops line up with the rear doors. This creates a hazard for passengers exiting the rear doors of the bus. This is being further investigated.</p> <p>3. Operators have to wait 2 or 3 lights to make a left turn off Morningstar into the Terminal.</p> <p>Planning and training will meet to resolve these issues.</p> <p>Feb/10 1, 2. During the week of March 15th, a representative from the training department and from infrastructure planning will conduct a traffic flow study in a bus with a spare board operator of Westwood Mall terminal; to determine the feasibility of re-routing buses & placement of stop bars while maintaining traffic flow.</p> <p>3. Infrastructure Management to arrange with the traffic department for a traffic study of the left run off Morningstar into the Terminal, results to be forwarded to management co-chair.</p> <p>Mar/10 1, 2. Traffic study conducted findings to be discussed with Service Development.</p> <p>3. Ongoing.</p>	
<p>Flag Request</p>	<p>Jan/10 Worker rep. requested a policy be put in place to mount a coloured flag on the bus when it is hoisted, or when bike racks are opened in the shop to prevent injury.</p> <p>Feb/10 Topic discussed at TMT with management co-chair, suggesting that this is an awareness concern.</p> <p>However, in discussion with Health & Safety members it was suggested that as an alternative to flags being used, safety signage be posted advising employees to be aware of their working surroundings at all times and wear protective head gear (bump hat) at all times when working in/around buses.</p> <p>Mar/10 Management co-chair will meet with Superintendent, Transit Maintenance on this matter.</p>	<p>May/10</p>
<p>05 Series Units</p>	<p>Jan/10 Cold air is blowing down on top of operators head and shoulders through vent. Management co-chair will follow up with Maintenance to discuss how to block the cold air from entering.</p> <p>Feb/10 Superintendent, Vehicle Maintenance advised management co-chair that very few units have been written up. Both parties will be addressing the details of submitted report, following which the operator will be updated on their progress</p> <p>Operators are encouraged to complete a VCR on a defective unit, stating specifically where the problem is felt, to assist maintenance in their investigation.</p> <p>Mar/10 Management co-chair has spoken to employee advising that maintenance is aware of matter and is working on it <u>as units</u></p>	<p>May/10</p>

	<p><u>are written up</u>; another meeting is being arranged with Superintendent, Vehicle Maintenance to discuss further.</p>	
<p>Fire Safety Plan</p> <p>Feb/10</p> <p>Mar/10</p>	<p>Management co-chair requested that the Fire Safety Plan for Malton be reviewed and updated if necessary by Health & Safety Specialist & Superintendent, Service Development Information Management.</p> <p>Superintendent, Service Development Information Management is working on the Malton fire safety plan; fire wardens currently being arranged. Committee would like fire enunciator panels located in various areas of the facility similar to what has been installed at Central Parkway.</p>	<p>June/10</p>
<p>Route 11 Northbound</p> <p>Feb/10</p> <p>Mar/10</p>	<p>Concern was expressed by worker rep on the lack of public knowledge of Mississauga Transit's Pick up & Drop off Policy. Northbound passengers are coming onto this route wanting to be dropped off at Woodbine when this is not a drop off point (unless it is a continuous trip). This is creating a safety concern/conflict between the operator and passenger. Management co-chair will investigate matter with Service Development, bringing findings to next meeting.</p> <p>Committee advised Service Development conveyed that nothing more to be done, memos have been issued on this matter. Worker rep acknowledged this, stating operators are aware of the information; <u>it is the public</u> that does not understand MT pick up & drop off policy.</p> <p>Management co-chair to further follow up with Service Development as to specifically what has been done & how to communicate this information to the public.</p>	<p>Apr/10</p>
<p>Interior Lights, 06 Series</p> <p>Feb/10</p> <p>Mar/10</p>	<p>Worker co-chair addressed concern expressed by an operator on the glare from the interior lights in the 06 units. Management co-chair contacted Superintendent, Vehicle Maintenance and was advised that prior to units coming to Malton no complaints had been received from Central operators. The Committee requests operators to complete a VCR on a defective 06 unit so that maintenance will inspect/adjust accordingly. This matter is still being investigated, management co-chair will be responding back to employee.</p> <p>On March 5th, worker co-chair drove a 06 unit to CP to be included in an experiment being conducted with the Eldorados for the same problem, glare in the windshield. Agreement was reached that Eldorado units require further investigation and that 06 units require further testing as blue lights reduce the glare only slightly.</p> <p>Worker co-chair responded findings back to employee, who expressed that late at night on the route 15 (industrial route - Drew/Tranmere) street lighting is OFF on one side of the street but ON, on the other side of street; creating a safety concern when going around bends as the glare focuses right on where a car would be which is not noticed until the last minute.</p> <p>Committee feels that safety concern specific to route 15 lighting</p>	<p>May/10</p>

	conditions and will arrange to have two buses changed over with alternate blue lighting for testing on this route. Further testing will be done with operator to determine a solution.	
--	--	--