

JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES

Purpose:	JHSC Meeting, Alstom
Reference:	Occupational Health and Safety Act, Union Agreement, JHSC Terms of Reference
GROUND RULES	<ul style="list-style-type: none"> • Read the minutes • Accomplish your task • Prepare your issue for the next meeting
Go-Chairs:	Sheldon Colin, William Pearson & Byron Carson
Minutes:	Filip Nikolajevic
Date:	10/10/2024
Time:	10:00:00 AM

Attendees:

Attendees			Guests	
#	Present	PRESENT		
1	YES	William Pearson- Mgt.	Filip Nikolajevic - EHS	
2	YES	Byron Carson - (Worker)	Kevin Boodhoo - MX - Guest	
3	NO	Peter Newton - (Worker)		
4	NO	Mario Picarazzi - (Worker)		
5	YES	Darren Gamble - (Worker Rep)		

#	Date	Point	Outcomes/Actions/Decision/Comments	Responsible	Status
1	20180628	Review Risk Assessment of Stepping onto Drop Table Diesel Shop.	<p>June 28 - Review the Risk Assessment for stepping onto the Drop table in the Diesel Shop. Requires large step down onto the table, minimal locations to maintain 3-point contact.</p> <p>Oct, 12 2023 - Colin will have conversation with Prime Machine and provide update.</p> <p>Nov, 09 2023 - No Update. Colin Will have conversation with Prime Machine. Recommend MX to Paint the Railing with Epoxy (Degrease) Tracsafe - Anti Slipper as a temporary measure.</p> <p>Dec,20 2023 - Prime Machine will be back in second week of January, More information will be provided as soon as possible.</p> <p>Jan, 11 2024 - Prime Machine was onsite on Jan 10. They took measurements to install a sliding/Extension Ladder.</p> <p>Feb, 08 2024 - Waiting on Prime Machine to submit the quote. The Ariba/PO system is currently down to issue the PO to vendors</p> <p>Mar, 14 2024 - Waiting on Prime Machine to submit the quote. The Ariba/PO system is currently down to issue the PO to vendors</p> <p>April, 18 2024 - There is an Open PO in the system for Prime Machine. This will be issue for all the pending item from Prime Machine.</p> <p>May, 09 2024 - Open PO number (70k) was given to Prime Machine at April 8th, pending on Prime machine to resume work on pending items.</p> <p>June, 13 2024 - A meeting is planned on Tuesday June 18th to discuss and arrange accelerating pending projects.</p> <p>July, 11 2024 - awaiting PM to get back on the design & to follow - up</p> <p>August, 8 2024 - Follow up with PM</p> <p>September, 4 2024 - Prime Machine was onsite with Alstom Shop Manager and Worker Representative, items involving entering and exiting the Diesel Shop drop table when the table is lowered, were examined. Prime Machine to develop and quote a ladder that will be placed onto the handrails of the drop table for ease of entering and exiting the drop table while mitigating the opening that is present.</p> <p>October, 10 2024 - Prime wants Alstom to order a ladder. Prime to install and modify hooks. Quote to be received and review with MX</p>	EHS- Prime Machine	open
2	20210729	Blended Brake Test and REO protection in relation to 3 Step Protection	<p>Risk assessment to be performed. Possibility of changes to the REO manual to reflect REO protection during certain test conditions</p> <p>Jan, 11 2024 - Test In Progress signs have been ordered. 2-3weeks estimated delivery time. Once signs are received the issue will be revisited.</p> <p>Feb, 08 2024 - The trial run of the process will be scheduled in Feb-22 with Training Department, EHS, Yard Office.</p> <p>Mar, 14 2024 - The trial run was conducted. The comments were under consideration. Review meeting will be set up to discuss the change. Once agreed the procedure will be rolled out.</p> <p>April, 18 2024 - Conduct Trial run for Directional Load Test in PM.</p> <p>May, 09 2024 - Signs are made and the SOP has been created, only the trial run is pending, EHS to follow up with Sarah Fayaz and Will Pearson to conduct the trial run.</p> <p>June, 13 2024 - Arrange with training department to update REO training to include blended brake self-testing and directional load testing and make a change to the REO manual, also a Risk Assessment will be needed for the new process. RA name will be "Load testing process".</p> <p>July, 11 2024 - Further review required, signs are made</p> <p>August, 14 2024 - Only qualified REO's to perform tasks for time-being. Further review for new REO's to be trained to perform test. Further review for personnel to accompany REO.</p> <p>September, 12 2024 REOs to perform testing while other possible approaches is being analyzed.</p>	William	

			October, 10 2024 - Training required for REO to perform task. Will follow up.		
3	20220929	Black Mold In Fuel Stand	<p>Sept 29, 2022 - Fuel stands have black mold, not structural sufficient. Inadequate. Follow up with Metrolinx.</p> <p>Oct, 12 2023 - Management decided that they are not going forward with the Trailer. Employees can take shelter in PM 3/4. This issue will be closed.</p> <p>Nov, 09 2023 - Pending on MX. Dave Dennis is waiting on budget approval</p> <p>Dec,20 2023 - No update from Mx</p> <p>Jan, 11 2024 - No update. Will reach out to Dave Dennis/ Saad to remove the shed.</p> <p>Feb, 08 2024 - No Update Will reach out to Dave Dennis/ Saad</p> <p>Mar, 14 2024 - No Update Will reach out to Dave Dennis/ Saad</p> <p>April, 18 2024 - No Update from MX.</p> <p>May, 09 2024 - No Updates from MX</p> <p>June, 13 2024 - No updates</p> <p>July, 11 2024 - No Updates</p> <p>August, 14 2024 - Filip check with Dave</p> <p>September, 12 2024 - Spoke with Dan from MX and Ricardo notified me that MX is doing renovations, no set date for completion</p> <p>October, 10 2024 - Waiting for MX on further action.</p>	MX	MX
4	20220630	LVPS-- Lifting Device needed	<p>June 30, 2022 - Prime machine has taken measurements and is creating a safe mounting plate for the Evaporator motor lifter. To create risk assessment / test</p> <p>Jan, 11 2024 - The test cannot be done as there was no LVPS changeout done recently.</p> <p>Feb, 08 2024 - Ergonomic assessment for LVPS was done on Jan, 29. The risk rating was 1.18 which is above the threshold.</p> <p>Mar, 14 2024 - The LVPS device that was in use did not have weight capacity, it was sent back to prime machine to update the capacity.</p> <p>April, 18 2024 - The LVPS was updated with the weight capacity. The LVPS is still having issue with the loading plate. Ask Stephen to escalate with Prime Machine</p> <p>May, 09 2024 - WRMF are modifying their LVPS device, we will try it out and see if that one works for here</p> <p>June, 13 2024 - LVPS device from Whitby will be brought over to WLBK to be tested out, if that works, we will order a similar one for WLBK.</p> <p>July, 11 2024 - Check with WRMF & get details here</p> <p>August, 14 2024 - Check with WRMF</p>	Byron-William - EHS	
5	20220825	Review RA and procedure for DMU sanding	<p>Aug 25, 2022 - Review RA and procedure for DMU sanding</p> <p>Dec,20 2023 - No update, will connect with Scott to provide more insights</p> <p>Jan, 11 2024 - No update, will connect with Scott to provide more insights</p> <p>Feb, 08 2024 - No update, will connect with Scott to provide more insights</p> <p>Mar, 14 2024 - No update, will connect with Scott to provide more insights, Will review the existing procedure for Sanding in DMU. If not procedure is found we will create one.</p> <p>April, 18 2024 - There is Sanding Procedure provided by MX. The procedure states to fill the sand box using appropriate method. JHSC will create SOP for sanding in DMU. Going forward JHSC will meet at the end of every month to review/update and or create procedure, conduct inspections and walk around.</p> <p>May, 09 2024 - Peter Newman can provide procedural steps of he job that can be turned into an SOP.</p> <p>June, 13 2024 - Sarah will talk to Peter, Once EHS has the proceural steps, we will prepare the SOP and pass it on to Training dpt.</p> <p>July, 11 2024 - Sarah will have a check and update</p> <p>August, 14 2024 - Sarah will update on the RA</p>	EHS - Sarah	
6	20221110	Coupler counterbalance tool	<p>Nov,10-2022- Coach needs counterbalance tool for the coupler. Will collect more information and contact prime machine for building one.</p> <p>Dec.08-2022- currently with Thunder bay. Will ask Paul to look into this and update</p> <p>Jan, 11 2024 - The diesel shop tool works best for Draft gear coupler tool and doesn't work for the coupler in question.</p> <p>Feb, 08 2024 - Byron will collect more information regarding the counterbalance tool. We will revisit this next meeting.</p> <p>Mar, 14 2024 - Byron provided the information for building the device for coupler. Colin will discuss with management for the next step.</p> <p>April, 18 2024 - Ask Prime Machine to Build the tool similar to Via Rail.</p> <p>May, 09 2024 - EHS to talk to prime machine.</p> <p>June, 13 2024 - A meeting is planned on Tuesday June 18th to discuss and arrange acceleratingpending projects.</p> <p>July, 11 2024 - Check with Prime Machine on the quote. Check with WRMF on what they have got</p> <p>August, 14 2024 - Follow up with PM & check at WRMF</p>	Prime Machine & William	

			<p>September, 4 2024 - Prime Machine was onsite with Alstom Shop Manager and Worker Representative, Alstom has requested Prime Machine to provide quote for the tool.</p> <p>October, 10 2024 - Quote to be received from Prime and review with MX</p>	<p>Prime Machine & William</p>
7	20221110	CS-3 door Need Platforms on the north and south side wayside cannot be performed safely	<p>Nov.10-2022- Elevated Platform for the A and Wayside application</p> <p>June, 08 2023 - The current Platform is removable, however, a bigger platform will be ordered as the current one is not big enough for the job.</p> <p>Jul, 13 2023- No update from Prime Machine. Will arrange meeting with Prime machine and Method Analyst next week.</p> <p>Aug, 10 2023- Ahmad has set up weekly touch point with Prime Machine on all the pending issue. He will include the committee members in the emails.</p> <p>Sep, 14 2023- The platform were received and it needs to be modified. Dean was in touch with Prime Machine to make the modification. The Platform are still on shop. Will update by next meeting.</p> <p>Oct, 12 2023 - Colin will update after discussion with Prime Machine</p> <p>Mar, 14 2024 - Prime machine will make more platforms once PO Process is running back up.</p> <p>April, 18 2024 - Prime Machine took some grates to repair. Connect with Prime machine to deliver the grates.</p> <p>May, 09 2024 - Some has been installed, more to come. 50 Middle grates are needed, to be cross-checks with quantity on order.</p> <p>June, 13 2024 - A meeting is planned on Tuesday June 18th to discuss and arrange accelerating pending projects.</p> <p>July, 11 2024 - Check with PM</p> <p>August, 14 2024 - Follow up with PM</p> <p>September, 4 2024 - Prime Machine was onsite with Alstom Shop Manager and Worker Representative. Work Representative provided insight as to a uniquely designed platform. Prime was provide quote.</p>	<p>Prime Machine-EHS</p> <p>Prime Machine-EHS</p>
8	20221110	PM East wayside cables	<p>October, 10 2024 - No update. Will follow up. Quote to be recieved from prime and review with MX</p> <p>Nov.10-2022- Wayside cables will be locked on the East side cables. Lock out the cables at the breakers</p> <p>Dec.08-2022- EHS will check the Panel and Lock it out. Update MX about the process</p> <p>Aug, 10 2023- Ahmad ordered platform for PM1 that reduced the Gap still there is potential concern. PM2 already has that platform. Ahmad will work will Planning to have 6 Pack in PM3.</p> <p>Sep, 14 2023- Colin and Mario will take a walk and verify the potential concern. Will Update after the confirmation</p> <p>Mar, 14 2024 - Waiting on PO from Prime Machine</p> <p>April, 18 2024 - There is an Open PO in the system for Prime Machine. This will be issue for all the pending item from Prime Machine.</p> <p>May, 09 2024 - follow with Prime Machines.</p> <p>June, 13 2024 - A meeting is planned on Tuesday June 18th to discuss and arrange accelerating pending projects.</p> <p>July, 11 2024 - Follow Up with PM on delivery date</p> <p>August, 14 2024 - Will get an update from PM as on today</p> <p>September, 4 2024 - Prime Machine was onsite with Alstom Shop Manager and PM Supervisor. Prime advised that the ramps have been made and need to be cut to length. Measurements taken by Prime. Prime to cut to length and return when a L6 is scheduled in the PM.</p> <p>October, 10 2024 - Prime is due to come on October 11th to measure and do final cut.</p>	<p>Prime Machine</p>
9	20230112	Ergonomic assessment for Fueling	<p>Ergonomic assessment will be conducted. A new contractor is being called on site to conduct the assessment. Timeline 4 weeks</p> <p>Feb.23 2023- we have acquired the Ergonomic vendor to develop the program. Currently supply chain is in process to onboard them as Alstom Contractor for Ergonomics.</p> <p>Dec,20 2023 - They are completing the assessment</p> <p>Jan, 11 2024 - There are some new nozzle there were replaced, they have safety locks. Two issue to be consider, annual maintenance of the nozzle and replacement of the old nozzle. Mario will provide EHS the list of the nozzle that needs replacement. Also confirmation on the safety lock</p> <p>Feb, 08 2024 - No update from Mario</p>	

			<p>Mar, 14 2024 - No update from Mario. Will get the information the Laborer on site.</p> <p>April, 18 2024 - PDA will be created for Fueling by ergonomist.</p> <p>May, 09 2024 - Our ergonomist is still working on this, should be ready by the end of June.</p> <p>June, 13 2024 - PDA is still being updated. In the mean time, Problematic Nozzles to be reported to MX.</p> <p>July, 11 2024 - Awaiting Ergonomics assesment report from Carter</p> <p>August, 14 2024 - Received report from Taylor'd Ergo and recommended to perform maintenance on the hose reel for easier pull</p>	EHS	
10	20231109	Outpost MSDS	<p>Dec,20 2023 - The Binder will be created for outpost MSDS. The online database is available for the Supervisor and Outpost Tech</p> <p>Jan, 11 2024 - Work in Progress. Will be done by Jan 30, 2024</p> <p>Feb, 08 2024 - All the outpost supervisors were provided with the soft copy of MSDS. Will be closed next meeting once the binders are handed out.</p> <p>Mar, 14 2024 - 2 Outpost were completed.</p> <p>April, 18 2024 - Work in progress to cover all the outpost.</p> <p>May, 09 2024 - Work in progress</p> <p>June, 13 2024 - George Town, and Milton, and both had SDS binders, also a discussing with Dave Robinson to create a local SDS binders for his outpost locations, the same is planned for Brian Eldridge and Donahue Campbell.</p> <p>July, 11 2024 - Sanjay to check if this is done or to have it completed by the relevant Supv</p> <p>August, 14 2024 - Follow Up with Mitch</p> <p>October, 10 2024 - Reach out to Scott Fang for more info</p>	EHS	
11	20240314	Drop table in Coach shop have short railing - Fall from height risk involved	<p>Mar, 14 2024 - Safety observation were raised no action were undertaken.</p> <p>April, 18 2024 - Ask MX to review the Drop table in coach shop.</p> <p>May, 09 2024 - EHS to take pictures to communicate the issue to MX.</p> <p>June, 13 2024 - Drop railing to be installed "Removable railing along the full length of the drop table, issue will be communicated to MX after solution is agreed upon.</p> <p>July, 11 2024 - Check with Jalja if it is sent to Saad or Dave.</p> <p>August, 14 2024 - Follow up with PM for a timeline</p> <p>September, 12 2024 Prime said they would get quote on cost to fix it</p> <p>October, 10 2024 - Still waiting on quote. Will send to MX once recieved.</p>	PM & MX	
12	20240418	Cutting in and out the locomotive trucks in WB	<p>May, 09 2024 - EHS to take pictures to communicate the issue to MX.</p> <p>June, 13 2024 - EHS still need to take the pictures, to be arranged with Mario.</p> <p>July, 11 2024 - EHS to take pictures</p> <p>August, 14 2024 - Will review it and take more pictures to analyse best options</p> <p>October, 10 2024 - Procedual review of equipment accessibility on flat ground with re-spots</p>	EHS	
13	20240613	Yard lights need maintenance	<p>Sarah will provide a list of lights to be maintained, EHS will reach out to Saad Bin Farooq or Dave Denise.</p> <p>July, 11 2024 - Outside CS, CR2 & Fuel stands. Get Illumination survey done and provide a list. Request Dave for a map</p> <p>August, 14 2024 - Outside CS, CR2, WB2 & Fuel stands. Get Illumination survey done and provide a list.</p> <p>October, 10th 2024 - Will follow up with MX and send another email.</p>		
14	20240814	Drop table blocks at WB2, have wood ones, to be replaced with metal ones in proper size	<p>August, 14 2024 - Mario to measure and let us know</p> <p>October, 10 2024 - Follow up with Mario to see if any update</p>	Mario	
15	20240814	Mimico outpost trailers do not have a separate Emergency exit. The only entry exit we have has bars on it	<p>August, 14 2024 - Contact MX Facilities about removing these bars at Mimico outpost trailers</p>	EHS - MX Facilities	

			October, 10 2024 - Speak to Kevin if there is any new information.	EHS - MX Facilities
16	20240814	Radio's are not in good working conditions and short of radios	<p>August 14, 2024 - Check with MX Rail Radio crew to perform maintenance and or replace, get few ones to have sufficient for the shifts</p> <p>September, 4 2024 - MX Rail Radio group advised of situation and to look into cycling radios out for maintenance with replacement units. Increase of radio pool stock advised/requested.</p> <p>October, 10 2024 - Assets are under review</p>	William

NEW BUSINESS

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Pending Issues

1	20201130	REO radio communication	<p>Nov 30, 2020 - Potentially modify REO manual to know what to do when radios are down. Kyle will follow up with Sergio.</p> <p>March 09, 2023- Ahmad, Andrew, EHS and Training will set up a meeting on 03/16/2023 to create the bulletin and will close the issue in next meeting</p> <p>April, 13 2023 - Worker co-chair will be submitting a JHSC recommendation regarding this issue.</p> <p>May, 11 2023 - The item will be visited in the coming REO manual update, current mitigation for lack of radios is hand signals, GHSC members to review the language in the REO manual pertaining to using hand signals.</p> <p>Aug, 14 2024 - Potential for Radio Audits upcoming at both WLBK & WRMF</p>	<p>EHS Kevin S. Sergio</p> <p>EHS-Ahmad-Training-Andrew</p> <p>Andrew</p>
2	20230413	Create SOPs for shop equipment and lifting devices	<p>May, 11 2023 - EHS is working on this.</p>	EHS-JHSC
3	20231012	DMU Generator needs new lifting Device	<p>Nov, 09 2023 - To ask Randell and Byron to design the Lifting Device.</p> <p>Dec,20 2023 - No update waiting on Byron</p> <p>Jan, 11 2024 - No generators removal are scheduled. To contact Randell and Brain Robson to get more insights</p> <p>Feb, 08 2024 - This issue will be revisited when the next DMU Generator change out is scheduled.</p>	Randell
4	20231012	Lift plan for all lifting activities	<p>Nov, 09 2023 - Work in Progress</p> <p>Dec,20 2023 - Will be completed by Jan 30, 2024</p> <p>Jul, 13 2023- All the above three issues are amalgamated together. EHS and Management are exploring ideas to make the Kiosk access all the SharePoint.</p> <p>Feb, 08 2024 - MSDS and Procedure will be uploaded to Kiosk using hard-drive</p> <p>Mar, 14 2024 - MSDS and Procedure will be uploaded to Kiosk using hard-drive by March 29,2024.</p> <p>April, 18 2024 - MSDS and Procedure will be uploaded to Kiosk using hard-drive by April 29,2024.</p>	
5	20221013	RA for heavy maintenance in DMU	<p>RA to be conducted on various activities on DMU</p> <p>Nov.10-2022- No update. EHS will look into it.</p> <p>Nov, 09 2023 - No update. The list of RA is generated on the base on the review date.</p> <p>Dec,20 2023 - The list was submitted by Andrew, the RA will be added to the index. It will be updated after the existing RA are reviewed.</p> <p>Jan, 11 2024 - The list was submitted by Andrew, the RA is added to the index. It will be updated after the existing RA are reviewed.</p> <p>Feb, 08 2024 - RA are getting update on monthly basis.</p> <p>Mar, 14 2024 - RA are getting update on monthly basis.</p> <p>April, 18 2024 - All the RA will be reviewed by the April 2024. this will give an accurate idea on existing RA.</p> <p>May, 09 2024 - On Going, EHS to follow up with Supervisors</p>	EHS-Supervisors


Safety Observation Cards

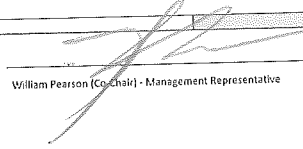
Risk Assessments & Safety Observation Cards

Safety Observation cards were discussed:		Reviewed month to date
Incident Report		Note- Please complete the JHSC Workplace Inspection before next JHSC Meeting
JHSC Health and Safety Initiatives		
Close Meeting	10/11/2024 11:45:00 AM	

Next Meeting Date

10-Oct-24


Byron Carson (Co-Chair) - Certified Worker Representative


William Pearson (Co-Chair) - Management Representative