

JOINT HEALTH & SAFETY COMMITTEE MEETING MINUTES

Purpose:	JHSC Meeting, Alstom
Reference:	Occupational Health and Safety Act, Union Agreement, JHSC Terms of Reference
GROUND RULES	• Read the minutes • Accomplish your task • Prepare your issue for the next meeting
Co-Chairs:	Sheldon Colin, Cliff Campbell & Byron Carson
Minutes:	Filip Nikolajevic
Date:	2025-07-17
Time:	10:00:00 AM

Attendees:			Guests		
#	Present	PRESENT			
1	YES	William Pearson - Mgt.	Filip Nikolajevic - EHS		
2	YES	Byron Carson - (Worker)	Cliff Campbell - Mgt		
3	NO	Peter Newton - (Worker)			
4	YES	Mario Picarazzi - (Worker)			
5	NO	Kevin Boodhoo - (MX)			
	YES	Syed Ali - (MX)			
			Outcomes/Actions/Decision/Comments	Responsible	Status
#	Date	Point	June 28 - Review the Risk Assessment for stepping onto the Drop table in the Diesel Shop. Requires		
			Open		

1	20180628	Review Risk Assessment of Stepping onto Drop Table Diesel Shop.	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. Oct, 12 2023 - Colin will have conversation with Prime Machine and provide update. 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. Dec, 20 2023 - Prime Machine will be back in second week of January, More information will be Jan, 11 2024 - Prime Machine was onsite on Jan 10. They took measurements to install a sliding/Extension Ladder. Feb, 08 2024 - Waiting on Prime Machine to submit the quote. The Ariba/PO system is currently down to issue the PO to vendors Mar, 14 2024 - Waiting on Prime Machine to submit the quote. The Ariba/PO system is currently down to issue the PO to vendors 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. 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. June, 13 2024 - A meeting is planned on Tuesday June 18th to discuss and arrange accelerating pending projects. July, 11 2024 - awaiting PM to get back on the design & to follow - up August, 8 2024 - Follow up with PM 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. October, 10 2024 - Prime wants Alstom to order a ladder. Prime to install and modify hooks. Quote to be received and review with MX November, 14 2024 New ladder ordered with hook, we will close this item once Ladder is received. December, 17 2024 - A new Risk assessment needs to be completed for this. And see what options are best to resolve this long term. Ladder was tested with staff engagement and determine is not safe to use. MX Facilities to be engaged for solution/inquire about drilling holes into concrete/securement. 1/30/2025 - Prime was sent and email what was required for design and development. and facilities to inquire on drilling holes if the engineering is needed for ladders. March, 27 2025 - K&F Did site visit on March 26th went over items with William, to provide quote by end of next week. April, 24 2025 - Quote received from K&F. Purchase Requisition in progress. K&F to begin part fabrication May, 15 2025 - K&F Were on site and are looking at options for a extendable ladder. July, 17 2025 - Cliff to follow up with K&F		Open
2	20220630	LVPS - Lifting Device needed	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 Jan, 11 2024 - The test cannot be done as there was no LVPS changeout done recently. Feb, 08 2024 - Ergonomic assessment for LVPS was done on Jan, 29. The risk rating was 1.18 which is above the threshold. 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. 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		Open

[illegible]

		July, 17 2025 - MX to provide update	MX
11	20250327	Looking for tooling for TBU, DBU and completing a Risk Assessment.	March 27, 2025 - Complete a Risk Assessment and see about tooling April, 24 2025 - To reference WRMF cantilever and to be ordered accordingly. May, 15 2025 - Working on PO to match cantilever at WLBK July, 17 2025 - Cliff to follow up and see about the PO
NEW BUSINESS			
	20250424	Check on the Wear & Tear of all Derail flags. As most of them are in bent condition and it gets difficult to install/remove derails	May, 15 2025 - MX to inspect/audit and change them out July, 17 2025 - MX to provide update
	20250515	Some Radios need to be inspected	May, 15 2025 - Some radios need to be inspected. Mario to follow up on this July, 17 2025 - Stephen is looking into ordering new ones. Short 3 Radios at the moment
	20250717	Remove trees by Mainline and Track 16	July, 17 2025 - The tree, mainline by track 16 to loco storage tracks It could be damaging the outer body of the rail Vehicle. can we please make sure to remove it July, 17 2025 - Coach Shop Muster Point - Cliff to look into it.
	20250717	Provide training for new hires on use of drop table	July, 17 2025 - Speak to Sergio about providing training for new hires when using drop table
	20250717	Look into ground scraps and get them inspected	July, 17 2025 - MX to look into ground scraps and inspect them
Safety Observation Cards Winner		June 2025 - Mario Bartella & July 2025 - Danny Betencourt	
Risk Assessments & Safety Observation Cards			
Incident Report		Reviewed month to date	
Note- Please complete the JHSC Workplace Inspection before next JHSC Meeting (Completed for July)			
JHSC Health and Safety Initiatives			
Close Meeting		0717/2025 11:30:00 AM	
Next Meeting Date		21-Aug-25	

Byron Carson (Co-Chair) - Certified Worker Representative

Cliff Campbell (Co-Chair) - Management Representative