

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
Co-Chairs:	Sheldon Colin, William Pearson & Byron Carson
Minutes:	Filip Nikolajevic
Date:	2025-02-27
Time:	10:00:00 AM

Attendees:			Guests
#	Present	PRESENT	
1	YES	William Pearson- Mgt.	Filip Nikolajevic - EHS
2	YES	Byron Carson - (Worker)	Allie Bastet - Division660
3	NO	Peter Newton - (Worker)	
4	YES	Mario Picarazzi - (Worker)	
5	No	Kevin Boodhoo - (MX)	

#	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</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 Machineat April 8th, pending on Prime machine to resume work on oending 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.</p> <p>Quote to be recieved and review with MX</p> <p>November, 14 2024 New ladder ordered with hook, we will close this item once Ladder is received.</p> <p>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.</p> <p>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.</p> <p>2025-02-27 - Prime was supposed to come yesterday between 9 and 11 am, they asked to reschedule for next week Tuesday. We are looking at alternative vendors to provide competition. William is looking to get in touch with the other vendor and will provide updates.</p>		Open
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>		Open

EHS-
Prime
Machine

			<p>October, 10 2024 - Prime is due to come on October 11th to measure and do final cut.</p> <p>November, 14 2024 - Prime was supposed to come and they did not show up the day they were supposed to. Will to follow up and see when Prime will come.</p> <p>January 30, 2025 - William sent email to Prime Machine. They are set to come on Thursday February 6th. Awaiting response.</p> <p>February 27, 2025 - We have an F59 coming in on Monday so Will to see if prime can come in on Monday March 3rd. Prime was supposed to come on February 26 but asked to reschedule. Looking at alternate vendors.</p>	William & Prime
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 received.</p> <p>November 14, 2024 - No update - Closed.</p> <p>December, 19 2024 - Photos to be send to Prime Machine for a design and quote. And MX facilities to be asked about a solution regarding this</p> <p>1/30/2025 - Formal request sent to Prime of required engineering solution. Sent photos and awaiting for response/quote.</p> <p>2025-02-27 - Prime was supposed to come on February 26 but asked to reschedule for next week Tuesday March the 4th, 2025. Looking to see if they can come in on Monday the 3rd of March. Looking at alternate vendors.</p>	Open
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> <p>November 14, 2024 - Email sent on Sep 17th, Facilities to update on this.</p> <p>December, 19 2024 - MX facilities responded saying they have a plan to rectify the issue. They advised that modification needs to be done. William to follow up on timeline and progress.</p> <p>January 30, 2025 - MX is looking to replace the lights. Starting February they will start with track 16. William to follow up</p> <p>February 27, 2025 - Track 16 high mast lights replace work was scheduled to begin Feb 24th, has been postponed due to delay in material delivery.</p>	Open
14	20240814	Drop table blocks at WB2, have wood ones, to be replaced with metal ones in	<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> <p>November, 14 2024 - Will to get exact measurements and follow up with Prime to get update.</p> <p>December, 19 2024 - Mario to provide new measurments.</p> <p>January 30, 2025 - Mario to provide new measurements to William</p> <p>February 27, 2025 - Still waiting on measurements from Mario</p>	Open
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> <p>October, 10 2024 - Speak to Kevin if there is any new information.</p>	Open

		November 14, 2024 - Paulin to provide update on this	
		January 30, 2025 - EHS to follow up with MX	
		February 27, 2025 - Follow up email was sent to Paulin awaiting response.	EHS - MX Paulin

NEW BUSINESS

1	20250227		February 27, 2025 - New equipment needed. Looking at new vendors for supply will update as we get more information.	Will & EHS
2				
3				

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 Facilities</p>	<p>EHS Kevin S. Sergio EHS-Ahmad- Training- Andrew</p> <p>Andrew</p>	
2	20230413	Create SOPs for shop equipment and lifting devices	May, 11 2023 - EHS is working on this.	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: 5

Incident Report

Reviewed month to date

Note- Please complete the JHSC Workplace Inspection before next JHSC Meeting

JHSC Health and Safety Initiatives	
Close Meeting	2025-02-27 11:41
Next Meeting Date	20-Mar-25


Byron Carson (Co-Chair) - Certified Worker Representative


William Pearson (Co-Chair) - Management Representative