



GRAND RIVER TRANSIT

KITCHENER-WATERLOO HEALTH & SAFETY COMMITTEE

Date: April 24, 2009 & April 29, 2009
Time: 1:00 P.M.
Co-Chairs: Randy Steckly, Darlene Wilson
Present: Karen Dreher, Rick Lonergan, Phil Mayberry, Dave Smith, Dan Steinman
Guest: Cindy Blair, Corporate H&S

NOTES: Concerns or Comments regarding minutes, contact: **Darlene Wilson** kgrrt@region.waterloo.on.ca
Randy Steckly ext. 7205 or e-mail srandy@region.waterloo.on.ca

Health & Safety Issues

Item #	Issue	Actions to be taken	Assigned To	Status
1.0 Review of Previous Minutes				
H&S 01	Violence Prevention Group	<ul style="list-style-type: none"> o The H&S Committee agreed that all items relating to the Violence Prevention Group are to be combined into 1 issue and to close the rest o Issues that are connected with the Violence Prevention Group include: <ul style="list-style-type: none"> - request to have cameras installed in conventional buses <i>(issue raised June/06)</i> - shielding issues <i>(issue raised October/06)</i> - reducing assaults on operators <i>(issue raised January/08)</i> 	Violence Prevention Group	Ongoing

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		- bomb threat on buses (issue raised February/08)		
H&S 02	Noise Exposure Limits Lowered (issue raised January 26 , 2007)	<ul style="list-style-type: none"> ○ Ron received copy of notice for posting ○ The noise for the operators are within acceptable limits ○ Request to also test new gas powered Mobility PLUS vehicles, Dan to get bus number for Cindy ○ Hearing protection meeting set for next week ○ Signage arrived at Corporate H&S, will be delivered at the meeting next week ○ Randy to check with Facilities regarding muffler for air tools ○ Cindy to look into noise meters 	D. Steinman R. Steckly C. Blair	Open, Completion, November, 2008
H&S 03	Backing Up Procedure For Mobility PLUS Vehicles (issue raised November8 , 2006)	<ul style="list-style-type: none"> ○ Training is a little behind ○ There will be more sessions to take place in the near future 	D. Smith	Ongoing, Completion, June, 2009
H&S 04	Bike Rack Work Refusal (issue raised June 26 , 2007)	<ul style="list-style-type: none"> ○ Cindy met with the Operations department ○ This is back in the Operations department 	Operations Department	Ongoing
H&S 05	H&S Inspections Update From January, 2008 (issue raised February 22 , 2008)	<ul style="list-style-type: none"> ○ Outstanding issues from the January, 2008 H&S Inspections: - garage doors are not marked properly; some are marked inside but not outside; should be solved once doors are painted, <i>confirmed from Facilities that painting still needs to be completed;</i> Facilities and Randy will take a walk around and number the doors correctly then will put up the numbers, completion date, May 15, 2009 	R. Steckly Facilities	Open, Completion, May 15/09
H&S 06	FMS Enhancement (issue raised April 29, 2008)	<ul style="list-style-type: none"> ○ FMS has the newest version ○ Randy to get a hold of person doing the upgrades to see what features can be added ○ Randy to bring copy of the e-mail with the changes to the next H&S meeting 	R. Steckly R. Steckly	Ongoing

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H&S 07	WHMIS Specific Training <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ There are still more trainings to be completed, will co-ordinate these ones with Cambridge training in June/July ○ Completion date set for July, 2009 	R. Steckly	Open, Completion, July/09
H&S 08	Safety Program <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ Cindy reviewed the basic components of the safety ○ This is a proactive way of dealing with safety issue as opposed to dealing with them in a reactive way ○ Randy, Cindy and Darlene to meet and will review the procedures and information ○ Fire plan to be looked at 	R. Steckly C. Blair D. Wilson	Open
H&S 09	Rubber On Fare Boxes <i>(issue raised September 4, 2008)</i> Code: 3	<ul style="list-style-type: none"> ○ Bruce to meet with Randy and Darlene on April 29th 	R. Steckly D. Wilson	Ongoing
H&S 10	Fumes In Annex <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Fans are coming on in the annex when they should be ○ A sub-committee will be set up and will meet ○ It has been confirmed that a smoke test will be done and a H&S member will be present ○ Once balancing is done, an air quality/hygiene test will be done 	R. Steckly	Open
H&S 11	Nauseating Odour On Bus <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Ron posted the notice ○ Request to have a couple of Mobility PLUS vehicles tested ○ Dan to give vehicle numbers to Dave who will contact the City of Kitchener to see if any work has been done on these ones ○ Darlene to check with Dan to check the files for repeat offenders 	D. Steinman D. Smith D. Wilson	Open
H&S 12	Electrical Safety Regarding Hybrid Buses <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Most employees in Fleet have been trained on the hybrid buses ○ Not all employees will be trained but there is always one mechanic on each shift that has knowledge of hybrid buses and the supervisors know who has hybrid training ○ Supervisors have the keys to any buses that are locked 		Open

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		<ul style="list-style-type: none"> ○ out ○ Cindy to ask Sandra about enhanced signage on the bus compartments to keep untrained personnel from accessing the hybrids 	C. Blair	
H&S 13	Lock-Out On Hybrid Buses <i>(issue raised March 25, 2008)</i>	<ul style="list-style-type: none"> ○ Any mechanic that locks out a hybrid bus should be the only one with the key ○ Facilities are locks out everything but the buses ○ Cindy contacted Dave Koebel, waiting to hear back ○ Cindy to work with Facilities regarding keys and bus lock outs 	C. Blair	Ongoing
H&S 14	Confined Spaces Job Safety Analysis Designated Substances <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ These items to be addressed at a separate meeting, which is scheduled for May 4th 	R. Steckly	Open
H&S 15	Eye-Wash Station <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Randy received an e-mail that the eye-wash stations are tagged ○ The person doing the grinder inspection will also be inspecting the eye-wash stations ○ The eye-wash stations should be working with clean fluid in them ○ When Darlene performs the monthly inspections, the water sometimes comes out brown ○ If this is noted during the next inspection Darlene make a note so that a work order is put in 	D. Wilson	Open
H&S 16	“Go No Go” List <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Darlene received information from Bruce from the MTO ○ Currently the towing policies still stand ○ Timeline still remains the end of December, 2009 		Open, Completion, Dec 31, 2009
H&S 17	Collision Reports <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Darlene to come and see Randy to see about what he receives from the Collision Review Committee ○ Cindy to find out what information the database can extract 	D. Wilson C. Blair	Open

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H&S 23	Reporting Occupational Illness <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Cindy to look at Parklane report regarding the incident where an employee was taken by ambulance to the hospital ○ Cindy to also check to see if she received a narrative from the ministry meeting 	C. Blair C. Blair	Open
H&S 24	Floor Mats In Mobility PLUS Vehicles <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Mats were put in the Mobility PLUS vehicles but were the ones that were cut from bus matting so the operators took them out ○ Dave to speak with Dan 	D. Smith	Open
H&S 25	Safety Concerns Regarding Uniforms <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Service attendants were reminded to wear the vests in the annex ○ Notice was posted to remind operators to walk along the walk-way ○ If a supervisor is in the annex for any length of time, they should be wearing a vest ○ This is to be communicated to the supervisors 	R. Steckly	Open
H&S 26	Yellow Wooden Beam At Charles Street Terminal <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Work order has been sent ○ As soon as the weather is warm enough, it will be painted 	K. Dreher	Open
H&S 27	Inspecting the Elevator Pits <i>(issue raised January 15, 2009)</i>	<ul style="list-style-type: none"> ○ Currently the elevator pit is being inspected at Charles Street Terminal during the monthly inspections ○ Facilities has been asked to inspect the pits 	Facilities	Open
H&S 28	2400 Series Lighting <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The program has not been done yet but the lights in the right front on the buses have been removed ○ This seems to be working well 	R. Steckly	Open
H&S 29	Recaro Seats Maintenance <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Recaro visited GRT regarding the schedule of maintenance to the recaro seats but Randy was not able to make it ○ Randy to review the CD Recaro left 	R. Steckly	Open
H&S 30	Handicapped Parking At Charles Street Terminal	<ul style="list-style-type: none"> ○ If this is an issue where the operator needs a designated handicapped parking spot, they need to contact Ann Steadman for an accommodation 		Open

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	<i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Rick to check how often the handicapped spot is taken 	R. Lonergan	
H&S 31	Step Needed For Newer Mobility PLUS Vehicles <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Dave to speak with Dan regarding this issue ○ This issue should be with Operations Committee 	D. Smith	Open
H&S 32	Staff Parking At 250 Strasburg <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Concern with operators having to park their cars across the street at the Zellers parking lot – walking at night at the end of their shifts ○ There is a procedure in place where an operator can ask a Fleet supervisor to escort them across the street ○ A notice to be posted to notify/remind operators of this ○ Fleet supervisors and the security guard should be reminded/informed about this expectation ○ Before an operator comes back to the garage on their buses, they can radio the garage on the maintenance channel and advise that they need assistance walking to their vehicle 	K. Dreher R. Steckly	Open
H&S 33	Testing For Dog Tracking <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Fleet tests for this by driving through water and seeing the marks the tires make on the floor ○ Suggestion to have an alignment done every time there is a problem, Rick to look into this 	R. Lonergan	Open
H&S 34	Gates During Alarms <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The gates around GRT don't close during an alarm ○ There is a red light strobe light on the side of the building that goes on when the alarm is sounded ○ Suggestion to have an auditable alarm put on the outside of the building, the only thing is that the operators in the buses won't be able to hear the alarm ○ Edwards checks the lights once a year but Glen does a monthly test ○ Darlene to go with Glen when he tests the alarm to see how he tests the alarms and lights 	D. Wilson	Open
H&S 35	Caution In The Annex / New Bollards	<ul style="list-style-type: none"> ○ An employee was walking from the new annex into the old annex and was almost hit ○ There has been a bollard installed in the garage, Randy 	R. Steckly	Open

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	<i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> to take a look at it ○ This is not lined up with the door frame and is white so it blends in with the concrete gray colour, it should be painted yellow ○ Suggestion to have a gate there as well, but not sure if there is enough space and have signs installed ○ Maybe another bollard should be put up, Randy to look at it and will decide 	R. Steckly	
H&S 36	Timed Lights In The Annex <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The lights in the annex are on timers at night and it gets pretty dark for the service attendants to work ○ Changes can be made to the timer ○ Dan to write down where and when the lights are going dim ○ This was brought up at a H&S meeting in 2007 	D. Steinman	Open
H&S 37	Outstanding Issues From Fleet Inspection <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ A tag is has been put on the eyewash station – this is complete ○ Compressed gas tank holders – should arrive by next week ○ Floor plans of fleet – this was discussed at the Combined Joint H&S meeting, a basic plan was given to Darlene 	R. Steckly	Open
H&S 38	Outstanding Issues From Annex Inspection <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Annex door is closing too soon, Bruce Boshart spoke with Randy about this ○ Work order has been done to make sure all doors close in the same amount of time, Darlene to check during next inspection 	D. Wilson	Open
H&S 39	City Of Kitchener Sweeper <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ City of Kitchener will not use water in their sweeper due to freezing in the colder weather and slippery floors ○ Darlene to check to see if the sweeper can be stored inside – fire code 	D. Wilson	Open
H&S 40	Operators Reaching For Destination Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Buses 9200 and 2300 are the worst for operators having difficulty changing the destination signs ○ It is possible to move key pad and consider ergonomic 		Open

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		<ul style="list-style-type: none"> design ○ Cindy to ask Bruce to look at the 2300 buses at the same time as when he is looking at the fare boxes ○ Operators should be getting out of their seats to change the destination signs 	C. Blair	
H&S 41	New Workplace Incident Report <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ No additions/changes for the new report were given to Cindy ○ These are not to be used right now, Cindy to advise when these can be used ○ These will be used if Parklane cannot be assessed 	C. Blair	Open
H&S 42	Scent Free Request <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ This is becoming a larger issue but is not likely to be enforced on the buses ○ Operators should be taught how to deal with customers that are wearing strong scents 	K. Dreher	Open
H&S 43	Parking Lot Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Cindy is working with Facilities regarding this issue 	C. Blair	Open
H&S 44	Recycling At GRT <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Randy requested more recycling bins from Facilities 	R. Steckly	Open
H&S 45	Error On Easy Go System <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Could not find the incident report regarding the assault of the operator due to the error on the Easy Go System ○ Cindy to check for it again ○ If there is a problem with the Easy Go System it should be put on the GRT website 	C. Blair K. Dreher	Open
H&S 46	Terms Of Reference Review <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The Terms of Reference was reviewed at the H&S meeting, here are some of the changes suggested: <ul style="list-style-type: none"> - change the names of the co-chairs - all typing errors that were noted, Karen will take care of changing these - add section 25 2L from the H&S Act regarding obtaining information from the employer - page 4, do not need to send info to director of MOL - move paragraphs up on page 4 	K. Dreher	Open

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		<ul style="list-style-type: none"> - page 5, instead of operators, change to workers - Karen to verify how many workers are in the GRT building to see if another member is required on the H&S Committee - page 7, change wording for how often the Committee meets to say – may endeavor to meet once a month - add in the following: <ul style="list-style-type: none"> - H&S funding of \$150 per calendar year - any supplies needed for H&S, the employer has to supply them - page 9, change wording from transit centre and transportation centre to the actual address of the property - add in the visual inspection of Forest Glen Plaza, Conestoga Mall, Fairview Mall 	K. Dreher	
H&S 47	Ergonomic Request For Stockroom <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> o Cindy working with Charles on this 	C. Blair	Open
2.0 Agenda				
2.1	Review Of H&S Concern Forms	<ul style="list-style-type: none"> o These were both read and discussed by the H&S Committee 		
2.2	Review Of Accident/Injury Forms	<ul style="list-style-type: none"> o These were both read and discussed by the H&S Committee 		
2.3	H&S Items That CSA Should Be Made Aware Of	<ul style="list-style-type: none"> o It was decided which KWSA H&S items should be highlighted for CSA 		
2.4	Accident/Injury Reports Being Filled Out Incorrectly <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> o No concerns brought forward o The forms are still being filled out incorrectly, Randy to contact Sharon Filsinger to check this information when she receives the reports 	R. Steckly	Open
2.5	Opening Of Back Gate <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> o The back gate on Chandler Drive opens too slowly o This causes a traffic tie up and sometimes the cars do 		Open

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		<ul style="list-style-type: none"> ○ operators will hand them in but they don't receive a response within the two days ○ Randy has one that he will pass on to Darlene ○ Karen to look into the ones that are not being returned ○ Reminder that pink copy goes to the employee and the yellow copy goes to the H&S Committee 	<ul style="list-style-type: none"> R. Steckly K. Dreher 	
2.10	Panic Button At Front Desk <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ There is a panic button at the front reception desk but there is no procedure in place ○ The button most likely rings at Frederick Street, Karen to look into this ○ An testing of the panic button should be done and a procedure needs to be written up 	K. Dreher	Open
2.11	Carts Transported On Mobility PLUS Vehicles <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ How should portable shopping carts be transported on Mobility PLUS vehicles? ○ Bungee cords are not allowed to be used ○ Should be using a Q-strait to tie things down ○ If the Mobility PLUS vehicle is overloaded with customers, the operator will contact the supervisor who will then call the person a taxi ○ Dave to find out what other transit facilities do 	D. Smith	Open
2.12	Proper Procedure For Work Refusals <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ There has been a request to have the work refusal flow chart be posted, which has already been approved by Corporate H&S ○ Darlene to give a copy of the posting to Randy and Karen ○ Randy to review the flow chart with the supervisors so that it is followed step by step ○ The supervisors should be asking the employee if this is a work refusal ○ An employee should be speaking with the supervisor about their safety concern then if it is not resolved, then a work refusal will take place 	<ul style="list-style-type: none"> D. Wilson R. Steckly 	Open
2.13	Purel Wipes At Dispatch <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ There are new hand wipes on order which will be located at dispatch and the downtown terminal 		Open

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		<ul style="list-style-type: none"> ○ The only concern is that if an employee uses the wipes then has a cigarette, there could be a fire 		
2.14	First Aid Room <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ Items need to be ordered for the first aid kit ○ Karen to check to see how many people are in the GRT building at one time to see if another 1st aid kit is required 	K. Dreher	Open
3.0 New Business				
3.1	Updating Posted Notices Binder <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ Karen gave Darlene the binder with all of the posted notices, this section is now closed ○ Question of how to keep the binder updated since Darlene does not always get a copy of the notices ○ There will be a formal numbering system for postings but is not yet complete ○ In the meantime, the binder will be brought to each H&S meeting to make sure it is updated ○ Karen to forward posted notices to Darlene 	D. Wilson K. Dreher	Open
3.4	Brinks Not Obeying Signs <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ It has been noted that Brinks are not obeying the GRT stop signs ○ Randy to speak with Bonnie regarding this 	R. Steckly	Open

Next Meeting:

**** PLEASE NOTE DATE CHANGE ****

Tuesday, May 26, 2009

Grand River Transit Meeting Room A

250 Strasburg Road, Kitchener

1:00 PM

Meeting Adjourned:

3:55 pm & 11:40 am

Minutes accepted by:

Randy Steckly, Management Co-chair

Darlene Wilson, CAW Local 4304, Co-chair

2009 H&S ITEMS WHICH ARE NOW CLOSED

Issue	Actions Taken
<p>Electric Bikes <i>(issue raised September 4, 2008)</i> <i>(issue closed January 15, 2009)</i> Code: 3</p>	<ul style="list-style-type: none"> ○ Operations Committee is working on a notice
<p>Hybrid Hazards <i>(issue raised September 4, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ Randy and Darlene took a hybrid for a test drive ○ Nova suggested another litre of transmission fluid should be added, this has been done and there has been no problem since
<p>Bikes Dislodging Out Of Bike Racks <i>(issue raised October 8, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ This item is with Operations Committee
<p>Mold in Driver's Luchroom <i>(issue raised October 8, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ This has been done
<p>Mobility PLUS Four Way Signals <i>(issue raised October 8, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ All new Mobility PLUS vehicles have the four way signals
<p>Lug Lock Memo <i>(issue raised November 12, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ This has been posted on the conventional bulletin board
<p>Violence In Workplace Recommendation <i>(issue raised October 23, 2007)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ Violence Prevention Group
<p>Interlock Brakes <i>(issue raised September 4, 2008)</i> <i>(issue closed February 19, 2009)</i> Code: 2</p>	<ul style="list-style-type: none"> ○ All have been complete

<p>Conestoga Mall Signage <i>(issue raised October 8, 2008)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ This issue is with Operations Committee
<p>Scent Free Policy <i>(issue raised October 8, 2008)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ Fragrance in the workplace fact sheet has been posted ○ The fact sheet will be on the new HR website which is currently being worked on
<p>Volume On 2600 Radios <i>(issue raised January 16, 2009)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ This has been fixed
<p>Copy Of Defects In Bus <i>(issue raised January 16, 2009)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ Copy of the defects used to be left in the buses but this has stopped ○ This was good if the operator needed to refer to it to see if any defects were been written up ○ If an operator is looking for information on a bus, they can go to Fleet and ask ○ FMS system will show all of the work done on a particular bus ○ Some buses are going right back into service after they have been written up ○ Let Randy know when this happens
<p>H&S Meeting Dates For 2009</p>	<ul style="list-style-type: none"> ○ It was agreed to have the H&S meetings take place on the 3rd Thursday of the month <ul style="list-style-type: none"> - February 19 - March 25 - April 24 - May 21 - June 18 - September 17 - October 15 - November 19 - December 17 ○ All meetings are at 1:00 pm and take place in Meeting Room A at Strasburg Road
<p>2009 H&S Inspections Of 250 Strasburg Road</p>	<ul style="list-style-type: none"> ○ Dates have been set for the 4th Friday of the month

Recommendation For Pre-Testing Of New Buses <i>(issue raised September 4, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ There is a copy of the recommendation in the black H&S binder ○ All binders are to be updated by their owners ○ Karen to check to see if Ron has a copy of the binder, which should go to Randy
Speed Entering Garage Area <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ Notice has been posted
Safety Concern Form <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ This has been received
Transit By-Laws <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ This has been discussed
Bike Rack Deployment Indicator <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ Out of all of the 2008 collisions that involved bike racks, none of them were deployed
Highland Hills Mall Issues <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ The cleaning schedule is posted and the floor is getting mopped ○ Facilities is looking into replacing the floor near the toilettes
Grinder Maintenance <i>(issue raised November 12, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ Tags have been put on the grinders
Brake Machine Ergonomics <i>(issue raised November 12, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ This has been implemented with the employee
Preparation Time For Co-Chair <i>(issue raised January 16, 2009)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ There is nothing further regarding this issue
Dirt Concerns On Buses <i>(issue raised September 6 , 2006)</i> <i>(issue closed April, 2009)</i> Code: 3	<ul style="list-style-type: none"> ○ Two cleanings a year is sufficient enough ○ GRT's cleaning of air filters exceeds all of the other transit areas in North America

<p>MSDS Sheets Not Updated <i>(issue raised January 9, 2008)</i> <i>(issue closed April, 2009)</i> Code: 1</p>	<ul style="list-style-type: none"> ○ H&S Committee received the MSDS binder at the meeting ○ Commuter sheets are done ○ There is a policy that when a product comes into the building, it must have an MSDS sheet
<p>Bus Stalling On 401 <i>(issue raised April 1, 2008)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Buses that have chronic stalling problems will be tested on in town routes for 18 hours before they are put back into service on the 401
<p>Pre-Trip Inspection Forms <i>(issue raised April 29, 2008)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ GRT is at the point of ordering more pre-trip inspection forms ○ The following will be added to the form: <ul style="list-style-type: none"> - with radio off, check emergency procedure alarm ○ Some of the buses are not transmitting when the emergency alarm is pressed and some of the other buses have other alarm problems
<p>Bus Will Not Release Washer Fluid <i>(issue raised October 8, 2008)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ All the buses are complete
<p>Procedure For Locking Out Buses <i>(issue raised January 16, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Copy of notice ware-posted ○ Karen to give Darlene a copy of the information that the operation supervisors were given regarding locking out of buses due to fumes
<p>Copy of Posted Notices <i>(issue raised January 16, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Karen gave Darlene the binder with all of the posted notices ○
<p>2009 H&S Inspections of Charles Street Terminal</p>	<ul style="list-style-type: none"> ○ The dates have been set up for the 2nd Tuesday of the month
<p>2009 Joint H&S Meetings</p>	<ul style="list-style-type: none"> ○ Joint H&S meeting with both KWSA & CSA members to take place on: <ul style="list-style-type: none"> - April 3 11:00–1:00 Strasburg Road - October 23 11:00–1:00 Conestoga Blvd.
<p>2009 Oktoberfest Security Meeting</p>	<ul style="list-style-type: none"> ○ Meeting date set for September 9, 2009 1:00 pm, Meeting Room A, 250 Strasburg Road ○ All attendees have been sent meeting invitations
<p>Joint Meeting With CSA <i>(issue raised March, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ The KWSA H&S Committee would like to increase the joint meetings with CSA to 3 - 4 a year ○ This is on the Combined Joint H&S Meeting minutes

<p>H&S Concern Forms On GRT Vehicles <i>(issue raised March, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ A box of forms has been put in Mobility PLUS dispatch
<p>Mirror For Fuel Truck <i>(issue raised March, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Stockroom has been advised to contact the fuel companies to remind them that a flag person needs to be used



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Jean Bourdon and Serge Ianni for Supervisors

Fleet Supervisors; Ray Arsenault, Nial Bermingham, Dave DeGouveia, Walter Jadro, Gerry Lefler, Dan Moser, Ozzie Resendes

Union Website c/o e-mail to Rick Lonergan

Dennis Meyer - City of Kitchener dennis.meyer@city.kitchener.on.ca

Mike Born - City of Kitchener mike.born@city.kitchener.on.ca

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