



CANADIAN PACIFIC **SOUTHERN ONTARIO SERVICE AREA**

Conductors, Locomotive Engineers
Yardmen/Trainmen - All Points

ISSUED DATE: January 9, 2009
NOTICE NO. 004

**TORONTO WEST HEALTH & SAFETY COMMITTEE
MINUTES OF MEETING
December 8, 2008 10:30 HOURS LAMBTON YARD**

COMMITTEE MEMBERS:	Ian Galioto	Co-chair	Present
	Don Mitchell	Alt Co-chair	Absent
	Alison Brown	TCRC Co-chair	Present
	Mike King	Mechanical	Present
	Dave Bond	TCRC Alt Co-chair	Present
	Rob McCormick	TCRC Alternate	Present
	Mike Dobis	TCRC Remote	Present
	Waheed Khan	TCRC Remote Alt	Absent
	Manley Johnson	GO TCRC Rep	Present
	Jim Chamberlain	GO TCRC Rep Alt	Absent

VISITORS: Nil.

AGENDA: Handout package was reviewed at start of meeting, including safety stats, safety issues for crews. Marvin's and Safety Hazard reports for past month were available.

ITEM	DESCRIPTION	WHO
1	Review 2008 Safety Plan and ways to Maintain it	All
2	Review Safety Stats Including Marvin's Submitted	All
3	Monthly Workplace Inspection	Inspectors
4	Accident Investigations/Work Refusals	Participants
5	Safety Hazard Reports, suggestions from crews	All
6	Safety Flashes, News, Bulletin Review	All
7	SOFA and ORCA Audit Results	Auditors
8	Old Business	All
9	New Business / General Discussion	All
10	Reports from Guests	Guests
11	Lambton H&S Committee Corrective Action Process	All
12	Update HRDC/TC Annual Report / Adjournment	All

Item 1: Review of 2008 Safety Plan

- Toronto West Field OPS with a total of 1 FRA, 1 non FRA personal injuries & 1 CRV's.
- Toronto West Field Ops with 8 Non FRA Train accidents.
- GO Operations with 1 Non FRA personal injuries. SOSA Mechanical 23 injuries, 5 FRA.
- SOSA Field OP's at 9 FRA Injury and 27 Non FRA Injuries to date.
- SOSA Field OP's @ 39 Non FRA Train Incidents, 1 FRA Train Incidents & 10 CRV's.

Tracking Document

SOSA F. Ops H&S Committees		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Target	Completed
2008 Safety Plan	YES													Month/Yr	Month/Yr
SOFA Audits		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	10mo/120yr	11
Customer Inspections		8	12	7	3	5	8	2	5	5	6	9	3	6 cust mo/90 yr	70
Go Inspections		1	2	2	2	2	5	2	2	2	2	2	2	10 yr	11
Safe Work Procedures		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	1 Mo/12 yr	11
Job Brief. Pre-Depart Checklist		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	1 Mo/ 12 yr	11
ORCA crew audits		1	1	2	2	2	2	1	1	1	1	1	0	20 yr	15
GO ORCA audits		1	2	2	2	2	2	2	2	2	2	2	2	20 yr	21
Workplace Inspections		1	2	2	2	2	2	2	2	2	2	2	2	10 yr	21

Item 2: Review Safety Stats: Review to include discussion on MARVIN reports submitted.

2008	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2007 Actual
FRA PI's	0	0	0	0	0	0	0	0	0	1	0	0	1	0
Non-FRA PI's	0	0	0	0	0	0	1	0	0	0	0	0	1	0
FRA TA's	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-FRA TA's	0	1	2	0	0	1	1	0	2	1	0	0	8	4
CRV'	0	0	0	0	0	1	0	0	0	0	0	0	1	0
3rd P	0	0	0	1	0	0	0	1	0	1	0	2	5	8
Other	0	0	0	0	0	0	0	0	2	2	0	0	4	7

Marvin reports discussed:

Item 3: Monthly Workplace Inspection –

SITE INSPECTION DECEMBER 2008

Eaglebrook O.K.
Korex O.K.
Keating Yard O.K.

Schedule of Zone Safety Audit Inspections

Date	Mactier /Nor Tor	Obico /H/CNR	Galt/Express	Lambton/TTR	GO Areas
January	X				X
February		X			X
March			X		X
April				X	X
May	X				X
June		X			X
July			X		X
August				X	X
September	X				X
October		X			X
November			X		X
December				X	X

4: Accident Investigation/Work Refusals

Nil investigations in Lambton Obico Area. Nil work refusals.

Item 5: Safety Hazard Reports and Safety Complaints/suggestions from crews:

Copy of resolved Safety Hazards recorded on separate document.

Date	Num.	Safety Hazard report	Resolved	Ongoing	Comments
09/10/2008	0251	Trees obstructing sight lines Galt Sub	Yes	No	Brush cutter schd. Sept. 26

Safety Hazards Received: 12 Safety Hazards Resolved: Safety Hazard Outstanding: 0

SAFETY MEETINGS WERE CONDUCTED AT LAMBTON/OBICO YARD AS WELL AS AT THE EXPRESSWAY TERMINAL IN MILTON and GO. Items from these footboard meetings were reviewed.

Item 6: Safety Flashes, Items discussed including News and Bulletin reviews: Sofa/Orca findings, Slips & Falls.

Item 7: SOFA Audits and ORCA:

- Include the number of safe, at-risk and total observations and the number of employees observed.

	Jan	Feb	Mar	Apr	Ma y	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Lifesaver #1 Sec. Equip.	143 0 143	139 2 141	166 2 168	115 3 118	83 1 84	156 0 156	104 0 144	205 1 206	108 6 114	134 0 134	121 0 121	84 1 85
Lifesaver #2 Protect	145 0 145	162 1 163	280 0 280	156 1 157	151 1 152	299 2 301	163 0 163	226 1 227	223 0 223	220 1 221	133 1 134	108 0 108
Lifesaver #3 Job Brief.	42 0 42	42 0 42	67 1 68	41 4 45	43 1 44	60 2 62	45 9 54	62 0 62	49 2 51	56 3 59	54 1 55	37 1 38
Lifesaver #4 Comm.	178 2 180	152 4 156	336 3 339	235 2 237	199 0 199	379 4 383	239 4 243	249 5 254	251 1 252	233 4 237	283 3 286	158 0 158
Lifesaver #5 Coaching	165 3 168	223 2 225	322 2 324	177 0 177	159 1 160	248 0 248	287 1 288	273 1 274	275 0 275	185 3 188	301 1 302	106 0 106
Overall Totals	673 5 678	718 9 727	1171 8 1179	724 10 734	635 4 639	1142 8 1150	838 14 942	1016 8 1024	906 9 915	828 11 839	892 6 898	493 2 495

- **SOFA Trends for August & September were discussed at September footboard meetings: Action taken before 3 point confirmation. Bulletins not read**

Sprains & Strains At- Risk Factors Audit Tracking Document

2008													Totals
SOFA Audit Addendum - Sprains & Strains At Risk Factors													YEAR
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Addendum Conducted /month	0	0	1	0	8	0	6	0	8	0	7		
Total Observation	0	0	226	0	205	0	158	0	205	0	170		
Total AT Risk Behaviors	0	0	26	0	21	0	14	0	21	0	18		
Overall Safe Totals	0	0	200	0	184	0	144	0	184	0	152		
At Risk %	0	0	11	0	13.2	0	9.72	0	7.7	0	11.8		

ORCA totals: Include the number of safe, at-risk and total observations.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
ORCA Totals	83	75	173	100	81	145	73	77	70	26		
Engr.	3	0	0	1	1	1	0	1	2	0		
ORCA Totals	81	69	244	97	136	139	62	69	57	27		
Cond/Tr	2	0	0	1	1	1	0	1	0	0		
	83	69	244	98	137	140	62	70	57	27		

Item 8: Old Business

Monitor completion of Time & Action Calendar Ongoing Business

Monitor completion of Time & Action Calendar Ongoing Business				
Item	Description	Who	Action Taken	Status
1	Situational awareness discussion on how the Committee could engage employees to work safely at all times	All	Situational Awareness to be discussed during Footboard meetings	Ongoing

Item 9: New Business, General Discussions

Item	Description	Who	Action Taken	Status
1	RTS Initiative. Determine locations of signs & Xover stands to mark with X	H&S Committee	Locations have been picked out.	Waiting stickers.

Item 10: Reports from Guests:

Item 12: Update HRDC/TC Annual Report, Adjournment

Update of report after each H&S meeting. Meeting ADJOURNED at approx 12:00hrs.

NEXT MEETING: January 12th, 2009 at 10:30

Signed:

Ian Galioto, Chairperson

Alison Brown Chairperson

"If you find that personal problems are having a negative impact on your life, help is available through your Employee and Family Assistance Program (EFAP). To contact the nearest EFAP Referral Agent in your area please call 1-800-735-0286."

Frank Devine
Service Area Manager
Southern Ontario Service Area

FOPS SAFETY TARGETS FOR 2009

2009 Corporate FRA Personal Injury Target – 1.20
2009 SOSA FOPS FRA Personal Injury Target – 1.27

2009 Corporate FRA Train Accident Target – 1.12
2009 SOSA FOPS FRA Train Accident Target – 0.18