



CANADIAN PACIFIC **SOUTHERN ONTARIO SERVICE AREA**

Conductors, Locomotive Engineers
Yardmen/Trainmen - All Points

ISSUED DATE: February, 5, 2009
NOTICE NO. 020

**TORONTO WEST HEALTH & SAFETY COMMITTEE
MINUTES OF MEETING
January 12, 2009 10:30 HOURS LAMBTON YARD**

COMMITTEE MEMBERS:	Ian Galioto	Co-chair	Present
	Duncan Simpson	Alt Co-chair	Absent
	Mike Dobis	TCRC Co-chair	Present
	Mike King	Mechanical	Absent
	Rob McCormick	TCRC H/E	Present
	Waheed Khan	TCRC Remote	Absent
	Robby Jay	TCRC Remote Alt	Present
	Ken Foot	TCRC Remote H/E	Absent
	Manley Johnson	GO TCRC Rep	Present

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 2009 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 2008/2009 Safety Plan

- Toronto West Field OPS with a total of 1 FRA, 1 non FRA personal injuries & 1 CRV's in 2008.
- Toronto West Field Ops with 8 Non FRA Train accidents in 2008.
- GO 1 Non FRA personal injuries in 2008. SOSA Mechanical 34 injuries, 8 FRA in 2008.
- SOSA Field OP's at 11 FRA Injury and 27 Non FRA Injuries in 2008.
- SOSA Field OP's 41 Non FRA Train Incidents, 1 FRA Train Incidents & 10 CRV's in 2008.

Tracking Document

SOSA F. Ops H&S Committees	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Target	Comp.
2009 Safety Plan													Month/Yr	Month/Yr
SOFA Audits	Y												10mo/120yr	1
Customer Inspections	4												6 mo/ 90 yr	4
Go Inspections	1												10 yr	1
Safe Work Procedures	Y												1 Mo/12 yr	1
Job Brief. Pre-Depart Checklist	Y												1 Mo/ 12 yr	1
ORCA crew audits	1												20 yr	
GO ORCA audits	1												20 yr	1
Workplace Inspections	1												10 yr	1

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

2009	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2008 Actual
FRA PI's	0													1
Non-FRA PI's	0													1
FRA TA's	0													0
Non-FRA TA's	0													8
CRV'	0													1
3rd P	0													5
Other	2													2

Marvin reports discussed:

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

Site Inspections January 2009

SITE INSPECTION FOR JANUARY 2009

- 1) Primo Foods O.K.
- 2) Excel Logistics Main line switch hard to throw
- 3) Gerdau Steel O.K.
- 4) Ray Ave O.K.

Item 3: Monthly Workplace Inspection –

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.

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Date	Num.	Safety Hazard report	Resolved	Ongoing	Comments

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	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Lifesaver #1 Sec. Equip.	74 0 74											
Lifesaver #2 Protect	134 1 135											
Lifesaver #3 Job Brief.	38 0 38											
Lifesaver #4 Comm.	149 1 150											
Lifesaver #5 Coaching	119 1 120											
Overall Totals	514 3 517											

- **SOFA Trends for January footboard meetings:**

FOPS SAFETY TARGETS FOR 2009

Sprains & Strains At-Risk Factors Audit Tracking Document

2009													<u>SOFA Audit Addendum - Sprains & Strains At Risk Factors</u>
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Totals YEAR
Addendum Conducted /month	2												
Total Observation	62												
Total AT Risk Behaviors	6												
Overall Safe Totals	56												
At Risk %	10.7												

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 Engr.	88 0 88											
ORCA Totals Cond/Tr	93 0 93											

Item 8: Old Business

Monitor completion of Time & Action Calendar Ongoing Business

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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: February 11th, 2009 at 10:30

Signed:

Ian Galioto, Chairperson

Mike Dobis 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

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