



Weinmann Limited- JHSC Meeting Minutes- July 04, 2024

Attendance: Isaac Lipson, Mitch Galpin, Ryan Prevost, Kellie Bousfield

Absent: Jamie Apps, Sarah Barker (no longer attending)

- Meeting called to order at 1:06 pm by Issac Lipson
- Confirmation of Quorum was achieved.
- Agenda review, amendments added, review of last meeting's minutes etc.:
- Agenda amended. New Business added item 24.07 – Inspection of Aerial Lifting Devices.
- All Attendees asked if Minutes of April 17, 2024, were received and reviewed.

Old Business:

23.09

Health and Safety Manual

Tabled

The recommendations were forwarded Management regarding the Health and Safety Manual.

The response regarding the Electronic Monitoring Policy stated it is already in place and is in the Environmental Health and Safety Program.

The response regarding the Confined Spaces Entry was that it was progressing, and a draft will be submitted tentatively by May 23, 2024, to the JHSC for review. After review, Isaac reported that it is still not acceptable. There are mistakes in the policy and issues that need to be addressed. Some issues include improper training, lack of equipment inspections, records of inspections, storage and ensuring both a trained supervisor and trained staff be on site. The record keeping is not up to date and storage for emergency rescue equipment is not adequate. Training and safety are essential for this policy.

Confined Entry Space needs the following:

- 1) Review all policies and procedures
- 2) Correct Training for all personnel and Supervisors who will enter or engage in confined space entry.
- 3) All equipment to be inspected and documentation of inspection provided.
- 4) Inspect all rescue equipment and have documentation.
- 5) Provide specific training to all personnel of all rescue equipment.
- 6) Follow up by the JHSC to attend sites of Confined Space entry to ensure policies and procedures are followed.



- The JHSC is putting forth a motion of work stoppage on all Confined Space Entry. Confined Space Entry work will not be resumed until new industry standard policies and equipment have been reviewed by the JHSC.

24.10**Toolbox Lids****Tabled**

In response to the recommendation that toolbox lids be implemented immediately on all vehicles, management advised that after discussion with the mechanics the issue is currently not resolved as higher priority safety concerns with the fleet have been prioritized. With limited manpower and higher priority safety issues regarding the fleet, the toolbox lids will be addressed with a tentative date of August 29, 2024

The JHSC discussed that this needs to be done asap and suggested they be installed when vehicles are in the shop during the 3-month oil change. The committee will reach out to Sanjay to ensure the parts are ordered.

- It is recommended that all toolbox lids be fixed by the end of the next 6 months, or those vehicles will be removed from service until the lids can be corrected. Continued progress on the addition of brake stroke indicators during annual vehicle inspection is also expected.

24.02**Housekeeping****Tabled**

In response to the recommendation with the subcontractor, management advised an agreement would be written and in place as of May 31, 2024. No agreement has been forwarded to the JHSC, but noted there has been some improvement in housekeeping. The JHSC will follow up regarding the agreement.

24.03**Building Maintenance****Tabled**

In response to the yard clean up and laneways being cleared, management advised this is an ongoing process and the laneways have been cleared. It was also noted the laneways will be checked at the end of every month, going forward starting in June 2024. Management is also currently tracking down the source of water leaks in the buildings making 211 and 77 a main priority. These too are to be addressed tentatively by June 30, 2024

The JHSC noted the laneways have not been cleared, nor has access/egress improved to the doorways at 211. The JHSC noted that it appeared the leak in the washroom at



211 was at least being investigated. The matter with the electrical panel at 77 will be investigated during an upcoming inspection.

- **It is recommended that the JHSC receives a response of any further progress on building maintenance and be provided with an updated schedule, considering the matter remains largely unresolved past the self-imposed deadline.**
- **There will also be a safety inspection for all Weinmann owned locations 211/210/77 Courtwright Street and 1699 Bowen Road. Mitch, Ryan and Isaac will all attend in the coming weeks, Mitch will send out the invite.**

24.04

New Year/New Employee Orientation

Tabled

An employee orientation has yet to be rescheduled or discussed. Ryan has been visiting sites and placing staff on both Safety Loop and GeoTab. He and Isaac discussed this is not training, just adding the personnel to software. The JHSC noted that orientation training is mandatory for all staff and supervisors, and that Hazard training has never been completed. The JHSC noted that the meeting will aide in improving the safety culture at Weinmann as well.

- **It is recommended that a company-wide Safety meeting be scheduled within the next 30 days to discuss Safety Loop, GeoTab, training requirements, and orientation. Please provide the JHSC with a firm date.**

24.05

WSIB Excellence Program

Postponed

Weinmann was reviewed for this program and denied. Weinmann had 60 days from denial to re-submit and provide the evidence required and did not meet the deadline.

It is recommended that this be removed from the agenda, and Weinmann can re-apply once a better safety culture is developed.

24.06

Monthly JHSC Inputs

Tabled

Ryan advised that monthly reports have to be implemented in SafetyLoop. Supervisors need to be advised, made accountable and pass these reports to Ryan.

This scenario also applies to weekly site inspections. Ryan will move forward to provide these reports to JHSC.

**New Business:****24.07****Aerial Lift Devices****Tabled**

It was reported to the JHSC that Aerial Lift Devices are not being inspected in accordance with the Health and Safety Act, CSA Standard nor the TSSA. This is requirement by the employer to have devices inspected with documentation.

- It is recommended that all Aerial Lift Devices (man/machine) be inspected annually or as recommended by the manufacturer, complete with documentation. An email will be sent to management, giving 2 weeks to present any evidence of inspections. If this documentation is not provided, proving the inspections have taken place within the last year, any equipment found to be expired or invalid will be removed from service immediately.

Accident, Injury, Incident reports or MOL orders/reports:

There was discussion between Isaac and Ryan regarding forms and procedures for minor injury and incident reports. There was 1 report of a minor injury. The process of filling out forms will be reviewed by Ryan.

Near miss incidents or positive safety observations:

None recorded since last meeting.

Next meeting – August 29, 2024, at 1:00 p.m. via Teams Meeting

Minutes Reviewed and Approved By:**Worker Co-Chair****Management Co-Chair**