

## **National Joint Health & Safety Committee Meeting Minutes**

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March 6 and 22, 2019

### **In attendance:**

#### **CPC**

Ian Kerr  
Jay Davis  
Claude Robert

#### **Advisor**

Kim Gould

#### **CUPW**

Marc Roussel  
Carl Girouard  
Chris Pleasants

#### **Guests**

Terry Kelly  
Paul Rivet  
Carlos Simoes  
Andrea Smith  
Davis Soltis  
Aurelie Walsh  
Nadia Afara  
Tamina Omar  
Virginie Tremblay  
Prasatha Sarma  
Harold Camilleri

### **Standing Items**

### **Opening Remarks**

The committee welcome Claude Robert as a new member replacing Natalie Bolton. Claude brings experience from both Engineering and Delivery perspectives.

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### **1. ESDC Assignments**

#### **Overview:**

This is a standing item providing both parties an opportunity to discuss Employment and Social Development Canada (ESDC) assignments.

#### **Discussion:**

ESDC Assignments report will be prepared up to end of P3. This will be reviewed at the next meeting. CUPW raised concerns regarding an AVC that noted that a fire extinguisher was not mounted in the correct location. There was a discussion regarding the National Fire Code and requirements for Canada Post. CUPW requested someone from Real Estate come to the next meeting to review requirements for fire extinguishers.

CUPW raised the AVC that was written for Du Parc depot in Montreal. ESDC wrote that under Article 15.8 of the Canadian Occupational Health and Safety Regulations that the LJHSC is required to conduct an investigation of a fatality. The Committee discussed that it is a good reminder that when serious incidents occur that an incident investigation still needs to be completed with the LJHSC.

#### **Recommendation / Action Item:**

1. CPC to send the ESDC Assignments report for the next meeting in April 2019.
2. CPC to invite Real Estate to come to discuss the requirements for Fire Extinguishers.

### **2. Health and Safety Statistics Overview:**

#### **Overview:**

This is a standing item providing both parties an opportunity to discuss health and safety statistics, including workplace violence statistics.

#### **Discussion:**

CPC presented the 2018 injury data for CUPW members. CUPW raised concerns regarding the data source. CUPW disagrees with the incident data provided for this review. The Committee discussed the injury data provided and brainstormed ideas for a national Workplace Hazard Prevention Program.

#### **Facility Risk Reduction**

A high number of AVCs show opportunity to improve facility safety.

Potential Topics: Management of Hazardous materials, Emergency Equipment & Signage, minor repairs and resolution of safety items. These were the areas of concern raised for consideration:

#### **Third Party Workplace Violence Risk Reduction**

Highest and fastest growing segment of Violence in the workplace.

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Potential Topics: Internal & External Communications campaigns, employee training, risk mitigation opportunities for high risk areas

### **Material Handling of Parcel Risk Reduction**

MSI incidents are the highest and fastest growing segment of Plant incidents.

This is driven mainly by increase in parcel volume and increased physical handling.

Potential Topics: an end-to-end view on the handling risks, opportunities to improve ergonomics in the short-medium and long term.

### **RMB Mailbox Height Ergonomic Risk Reduction**

The positioning of the rural mail box is important to minimize ergonomic risk. The RMB needs to be maintained in that required range.

The means of measuring correctly is important. RMB are intended to be inspected annually.

Potential Topics: Improvement to the process for auditing, improvement in customer facing communications.

### **Slips-Trips-Falls (STF) Winter Risk Reduction**

To narrow the focus within the largest area of incidents, STF, focus is proposed to look at winter conditions

Especially given the increasing ice risks from climate change

Potential Topics: footwear, de-icing practice, bad weather protocols

### **Recommendation / Action Item:**

1. The Committee will work to finalize the program at the April 17<sup>th</sup>, 2019 meeting.

## **3. Safety Training**

**Guest: David Soltis and Andrea Smith**

### **Overview:**

This is a standing item providing both parties an opportunity to discuss Appendix DD and other safety training activities.

### **Discussion:**

CUPW confirmed that Train-The-Trainer (TTT) – LJHSC Training session is being done in Montreal in English and French at the same time in April 2019.

The committee discussed the training update provided by L&D, as of January 31, 2019 of participants completed LJHSC training. Refresher training is available on request.

The committee agrees to establish at 60 days the maximum time required to train new CLMSS members. The Committee raised the concern that the report does not show both the back log of how many employees still require the training plus the new employees being added to the list both LJHSC and Appendix DD training. The Committee is looking for a year over year comparison of the back-log numbers.

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CPC provided a copy of the LJHSC training materials to CUPW. CUPW continues to be concerned about the delay in the number of employees trained in Appendix DD training.

### **Recommendation / Action Item:**

1. CPC to provide a list of the number of outstanding trainings for the LJHSC Self-Study category.
2. CPC to send CUPW a copy of all six modules of the Appendix DD training.
3. CPC to put together the data to show if the back log of Appendix DD training is changing.

## **4. Fleet Updates**

**Guests: Paul Rivet**

### **Overview:**

This is a standing item providing both parties an opportunity to discuss issues related to fleet vehicles.

### **Discussion:**

#### New NLDV:

The Committee discussed the testing that the NLDV would undergo. CPC indicated that they are planning on procuring 400 units for the end of 2019. These vehicles will replace RHD and Transits currently in the fleet.

#### Dodge Promaster:

CUPW raised concerns regarding the handle on the side door. CUPW inquired if the side step could be widened for more area for foot placement on the step. CUPW raised that there is no restraint on the back doors of the truck, the doors can over extend the hinges and they can flap in the wind.

#### RHD Corporate Vehicle:

The Committee reviewed the investigation results of the LLV Fire from Woodstock, Ontario. Investigation started the fire started on the left side of the ignition. CPC confirmed that the preventative maintenance was completed for this vehicle. There was a discussion about degreasing the engine. CPC will consider adding degreasing of the engine to the PM process. CUPW inquired if this fire has been shared with the Manufacturer.

CUPW inquired what the maximum life of the RHD vehicle is, including the refurbishing process and how many more years will they remain as part of the fleet. CUPW inquired how many are still in the fleet.

CUPW proposes to consider appropriate vehicle requests for RSMC routes. Volumes, terrain

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types, distance may be factors to consider for different right-hand driving vehicles.

CUPW asked if, as per the Ontario Highway Act (Part VI article 63)), the RHDs require stickers on the back that state that the vehicle is a RHD. CPC will investigate the requirement and if there is a requirement in other provinces.

### Replacement Vehicles:

CPC indicates that replacement of vehicles is on-going in the fleet. There will be 808 vehicles replaced, one for one exchange. There are 353 new Honda Right Hand Drives CRVs. The Committee would like to have input on where the vehicles are being rolled out.

### LH6 Stacker:

CUPW raised in the Central Region that there is a LH6 manual stacker. The brakes are located on the handle of this device. CUPW is concerned that the stacker is not compliant. CUPW inquired how many are in service. CUPW asked if CPC would re-evaluate the future use of this piece of equipment.

### LR7 (BT Stackers - P Series – Orange):

CUPW raised a concern that there was a new BT on the floor in Prince George that was not the current LR7 model that CPC was approved for CPC. CPC will investigate the unit that is at the Prince George site and respond.

### 5 Ton Truck:

CUPW raised concerns with a 5 Ton Truck with no airbrakes and they received complaints.

### **Recommendations / Action Item:**

1. CPC will consider adding degreasing of the engine to the PM process for RHD vehicles.
2. CPC will see if the fire has been reported to the manufacturer.
3. CPC will look into the maximum life of the Grumman RHD with the refurbishment.
4. CPC will look into the number of Grumman RHD vehicles that are currently in the fleet.
5. CPC will respond to the number of years the Grumman RHD vehicles will remain in the fleet.
6. CPC will research the requirement for a sticker for the back of the RHD vehicle.
7. CPC will consider sharing the plan of deployment of the replacement vehicles.
8. CPC will look into the size of the side step and consider a modification to the back doors on the Promaster.
9. CPC will come with the equipment requirements for next peak season.
10. CPC will look into the number of LH6 stackers at CPC.
11. CPC will look to see if the brake should be located on the handle of the LH6.
12. CPC will consider re-evaluating the use of the LH6.
13. CPC to investigate the type of LR7 at the Prince George site.

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### **5. Snow and Ice Clearing**

**Guests:** Carlos Simoes and Terry Kelly,

#### **Overview:**

This is a standing item providing both parties an opportunity to discuss snow and ice clearing, both at CPC facilities (managed by Real Estate) and at street furniture (managed by Addressing and Delivery).

#### **Discussion:**

**Facilities:** (Carlos Simoes)

CPC indicated that they started a process to clean up the condition of parking lots after the winter. This includes getting the asphalt and concrete repaired.

CUPW inquired about the investigation regarding the Kirkland Lake PO. There was an incident at the depot where employees evacuated when piece of cement fell through the drop ceiling in the men's locker room. Hairline cracks were noticed in the drywall and bricks around the building. CPC provided an update. JLL assessed all of the building. The investigation showed that the brick on the building was carried up too high. There was one demising wall that has now been corrected. JLL removed the snow from around the mechanical systems. Flynn Roofing and Engineering assessed the roof to make sure that it was safe.

CUPW inquired how snow amounts are monitored on the roofs. The Committee discussed that snowfall this winter was quite high. CPC indicated that visual inspections are completed by JLL. The Committee inquired what the trigger is before it is shoveled. CPC indicated that they will ask JLL to provide CPC the process that is used to determine when snow is cleared off of a roof.

**Street Furniture:** (Terry Kelly)

CPC indicated that there has been a lot of snow this year across the country and contractors are staying on top of snow removal for the Street furniture. The Committee discussed that there were more ice storms this year. CUPW inquired if the corporation had enough sand and salt for the rest of the winter. CUPW inquired if contractors are required to put out the snow and salt. CPC stated that if there was 5 cm of accumulation of snow the contractor would go out and clear street furniture. The Committee discussed that later in the day when the snow plows come by and they will add more snow in front of the boxes. It was also discussed that snow can drifts in front of the boxes depending wind. When this snow remains and gets hard. The Committee inquired if the snow removal company gets out of their vehicle and clear the snow manually. CPC indicated that the snow removal company will do manual shoveling and salting/sanding, as required at the piece of street furniture.

The Committee discussed possibility of considering environmentally friendly de-icing materials. CPC is always looking for alternatives. Currently, CPC supplies the requirements to the contractor. CPC indicated that they have experimented with some alternatives to salt. CPC did try the use of calcium to prevent slips in the parking lots and pathways. CPC indicated that they

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would consider investigating more environmentally solutions.

CPC to do a wrap up of the season 2018/2019 winter season at the next meeting.

### **Recommendations / Action Item:**

1. CPC will obtain process for inspection of snow load on buildings.
2. CPC to provide a wrap up on the 2018/2019 winter season.
3. CPC to consider investigating the use of alternatives instead of using salt.

### **Agenda Items**

#### **6. Workplace Violence Policy (2017-05-30)**

##### **Overview:**

As per the Canada Occupational Health and Safety Regulations (COHSR), the Workplace Violence Prevention and Protection policy must be reviewed every three years. The current version of the Workplace Violence Prevention and Protection Policy was implemented on October 25, 2013 and is overdue for revision.

##### **Discussion:**

The Committee has agreed that they want to jointly work on a prevention program to mitigate the risks and number of incidents of Third Party Workplace Violence against employees.

CPC and CUPW continue to discuss the proposed amendments to the Workplace Violence Prevention Policy.

##### **Recommendations / Action Items:**

1. CPC acknowledged that a revised version of the Policy is still outstanding.

#### **7. Air Quality Functional Policy Proposal (2018-12-11)**

**Guest: Virginie Tremblay**

##### **Overview:**

In response to the concerns raised from CUPW on the BC Fires, CPC proposed a new Air Quality Functional Policy. The policy will help the local areas make decisions during environmental events.

##### **Discussion:**

CPC provided a draft functional policy. CUPW provided feedback and recommended improvements to the draft documentation. The CPC completed benchmarking with other

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companies that have employees working out of doors. CPC did not find any companies that had a policy that covered employees working outside during forest fire season. The draft functional policy contains guidelines on how to address Air Quality issues for outside workers including forest fires. CUPW stated that this functional policy must reflect the air quality inside the establishments concerned. The functional policy is based on public weather alerts for Canada, Environment Canada – Wind Chill Index, Air Quality Health Index and Canada's Wildfire Smoke Prediction System (FireWork).

CUPW recommended that there is a note that indicates employees have the right to refuse work if they feel their safety is a risk including those who may require accommodations due to health issues. CUPW raised concerns with the use of face masks being worn during forest fires.

### **Recommendations / Action Items:**

1. CPC and CUPW will work together on the development of the document in order to have the review completed prior to the deployment in May 2019.

## **8. MMHE Peak Season Rentals (2018-12-11)**

**Guest: Paul Rivet**

### **Overview:**

During peak season CPC rents equipment to deal with increase product volumes. CUPW raised concerned about the number of rentals of MMHE is so high this year. CUPW raised concern that the rental ergo lifts and pallet jacks are not standard CPC equipment. Some are not equipped with a parking brake.

### **Discussion:**

CUPW asked if there a plan to get hand brakes on the pallet jacks. The Committee discussed that a pallet jack with a hand brake is not the industry standard and it is difficult to find pallet jacks with hand brakes. CUPW is going to look at the history of where the brake addition on the pallet jack comes from. The Committee will do a risk assessment to determine what is required.

CUPW maintains that CPC's MHE Health and Safety standard must be maintained despite lower industry standard requirements.

The Committee discussed on the volume of workers and the volume of equipment during peak season. CPC will come back on the peak plan. New LR7 (BT) Peak Season plan. BT Stakes P Series (Orange) the problem is about the brake. Prince George. The supplier is looking into that case. The does not meet the requirements checklist on the test.

### **Recommendations / Action Items:**

1. CPC will come back with the equipment requirements for next peak season.
2. CPC to investigate the NEW LR7 (BT) in Prince George.



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### **9. Electrical Safety Update and Contractor Safety (2019-03-06)**

**Guest: Nadia Afara**

#### **Overview:**

Changes have been made to the Canadian Standards Association (CSA) Workplace Electrical Safety standard (CSA Z462). CPC will be modifying the Electrical Safety program to align with these changes.

#### **Discussion:**

Electrical Safety

CPC presented that the Canadian Standards Association (CSA) Workplace Electrical Safety standard (CSA Z462) was updated in 2018. Threshold for hazardous energy has decreased from 50V to 30V. There will be modifications to the Lockout-Tagout and Electrical Safety field and program auditing requirements due to these changes. The Electrical Safety Refresher eLearning training that was developed last year will be updated and released shortly. There will also be new Lockout-Tagout training requirements that will be implemented.

Contractor Safety Updates

A contractor orientation is required to ensure contractors are fully aware of CPC policies as well as hazards and safety measures relevant to their work

Existing CPC Contractor Safety Orientation document is outdated and missing key information

#### **Recommendations / Action Items:**

1. CPC will send CUPW links to the eLearning modules and the updated documents for feedback and comments.

### **10. C-45 CMB Delivery Cart (2015-09-17)**

#### **Overview:**

At the September 17, 2015 meeting CPC presented a proposal for a new cart to help assist the delivery agents with movement of mail from the vehicle to CMBs. Several prototype carts were fabricated and tested by employees during the 2015-2016 and 2016-2017 winter season.

#### **Discussion:**

CPC indicated that they were ready to deploy the C45a delivery cart to the field. CUPW raised concerns that the employees did not ask for this cart. CUPW is concerned that there has not been discussion on the work method and time values. CUPW has requested a third party ergonomic study of the cart. CPC stated that the development of the cart has been brought to NJHSC over the last four years. The development of this cart has been an iterative process which has included three pilots.

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CPC is recommending to proceed with a Phase 1 launch of 100 C45a delivery carts to routes identified with these specific characteristics. The criteria includes: route had to have CMBs, situations where the driver could not always park in front of the CMB, high sets of Neighbourhood Mail and higher parcel/package volumes. The materials for deployment will indicate that this is a voluntary tool and not mandatory. CPC suggests that CUPW select the locations for the deployment of the 100 carts from the identified routes. CPC is open to surveying these 100 employees after they use the carts to get any final feedback before broader deployment.

### **Recommendations / Action Items:**

1. CPC will provide information on deployment strategy and the list of routes selected based on criteria.

## **11. Driver Safety (2018-12-11)**

**Guest: Dave Soltis**

### **Overview:**

CPC stated that they are reviewing the Driver Safety Program for CPC.

### **Discussion:**

CPC provided an update on the Consultant work on CVOR – Daily observations. CPC is sharing this data locally. The company is providing coaching conversations or commending employee where applicable. CPC is now below the threshold in the CVOR system. A report on this audit will be prepared this spring.

### **Recommendations / Action Items:**

1. CPC to report on the results of the audit.

## **12. Communications**

**Guest: Aurelie Walsh**

### **Overview:**

The Communications department is working on new safety communications.

### **Discussion:**

CPC explained that there are a lot of new safety materials and campaigns coming out as part of the Make it Safe Make it Home (MISMIH) launch. CUPW explained that CPC has an obligation to provide safety communications 30 days in advance. CUPW raised concerns regarding filming of a CPC employee in BC. CPC explained the intent of the activity and context of the video. CUPW asked the videos stop right now and to stop the project. CPC explained that today, video is what resonates with people, with YouTube, Twitter, Instagram, this is what people are regularly exposed to for obtaining information.

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CPC shared the documents for the Dog Campaign. CUPW raised concerns regarding the French version translation needs to be fixed. CUPW raised concerns about the style of the cartoons. CUPW would like to know why CPC using this style. CUPW prefers a real person in the documents. There is concern that the cartoon drawings do not look professional. CUPW prefers pictures of real people and a real dog. CUPW reiterates that penguin campaign is a good example of this issue. CPC confirmed that instructions have been given to take it down the penguin campaign.

### **Recommendations / Action Items:**

1. CPC agrees to stop the video campaign until the next meeting.
2. CPC agrees to come back in April to start a discussion on the process.

## **13. Updates on Transportation of Dangerous Goods (TDG) Training**

**Guest: Tamina Omar**

### **Overview:**

The Communications department is working on new safety communications.

### **Discussion:**

CPC has indicated on. Change log to see what the revisions are. This will help to ensure that all items are reviewed. The labels for the lithium battery label has changed for the 2019 year. We would refuse the label that has the old label on it. CPC has started to refuse parcels with the old labels. CPC is following up with the customers who were using the incorrect labels. CPC started communications about 1.5 years ago, sales and customer services. Then rounds of communications.

All of the communications to employees go to the CUPW NJHSC 30 days before it gets sent out to the field. The training cycle for Dangerous Goods has changed for Group 2, Group 3&4, RSMC employees to 3 years. Group 1 will remain on the 2 year cycle.

### **Recommendations / Action Items:**

1. CPC to send CUPW the Dangerous Goods Self Study guide.

## **14. Redirection Printers**

**Guest: Harold Camilleri**

### **Overview:**

The current redirection printers are meeting their end of life. Canada Post is working on a strategy for replacement printers.

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### **Discussion:**

The printers are reaching their end of life. There will be soft launch for Montreal, OMPP, Chinook Depot, SCLPP. This will eliminate the cutters. There is no glue in this printer. Mid-April is the target date. We have 295 of these printers. CUPW will reserve their position on whether or not this is a tech change. CUPW requested that they would like to review the equipment before the soft launch at OMPP. CUPW requested that an employee who uses the equipment on a regular basis be in attendance for the review meeting.

### **Recommendations / Action Items:**

1. CPC to with organize a review meeting at OMPP with CUPW and an employee who uses the current equipment prior to the launch.

## **15. New PDTs**

**Guest: Prasath Sarma**

### **Overview:**

The current PDTs are meeting their end of life. Canada Post is working on a strategy for replacement PDTs.

### **Discussion:**

CPC presented that the current PDTs, NPDT 67 are coming to end of life by 2020. Technology is rapidly changing. CPC won't be able to buy them at the end of year. CUPW inquired if CPC is buying extra units of the current model for supports and repairs during the transition.

CPC is looking at consumer grade devices. CUPW recommends a device that is easy to use (user-friendly), ergonomic and good connectivity. CUPW recommends that CPC considers the user experience, including the operation of the device in the depots. Performance of the technology and the user experience should be a separate section for employee experience surveys. This tool must enable the workforce to be connected.

CUPW raised concerns that CPC would use the new device to track the employee. CUPW wants to ensure that this new technology is not intended to be used for discipline. There is concern about GPS and tracking employees. These new PDTs will be communication with text and communication.

CUPW raised that customer service notices contribute to the rise of third party aggressions. CPC indicated that this project does not change the software, only the hardware will be changed. CPC explained the IP ratings of the phone for dust, weather, and water exposure. IP 45 with the casing. CUPW inquired about battery replacement for the new device. Battery replacement is not available with this device. There are certain trucks in the fleet where you cannot charge the phone. CPC is currently working on the device first and then focus in on the accessories. CUPW would like to know where they are supposed to keep the device. CUPW asked if the satchel will need to

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be modified to fit the new PDT. CPC agrees that this project will include the uniform committee. CUPW will reserve their position on whether or not this is a tech change.

CUPW asked if this had gone for RSMC consultation. CPC would follow up on RSMC consultation.

CPC indicated that all devices in the pilot will include a case protector. There will be a few difference case types. The case will protect the phone from dropping it into the snow, on the ground.

### **Recommendations / Action Items:**

1. CPC to provide more detail on the locations and the number of people that will use the new PDT.
2. CPC will provide a scope document, which will include a list of the models, 5 different devices.
3. CPC will consider organizing a CUPW representative to be in attendance when the equipment is launched.

## **16. Ring Scanner Cabinet**

### **Overview:**

The current many ring scanners are lost or hard to find in the plant.

### **Discussion:**

CPC presented a Ring Scanner Management Pilot that will run at the PPC. The interest for this cabinet/device was local. Employees will use their employee ID badge to check in and check out a ring scanner. This cabinet will also be used to manage the broken devices. CUPW inquired if employees would have to check them in and out during break. Employees can keep them all day if they choose. CUPW does not want the swiping to be a point of depute for being on the work floor on time. CUPW asked if you can swipe two out at the same time. Only one scanner per employee can be swiped out. CUPW inquired what happens if the scanner is miss-placed. The same protocol exists for when a ring scanner is miss-placed today, the employee is to notify the supervisor.

This pilot will help to determine if this equipment will reduce the number of lost ring scanners. The machine is lagged to the floor so it will not fall forward on employees. CUPW would like to bring up a concern that this may be viewed as a tech change.

### **Recommendations / Action Items:**

1. CUPW raised a concern that this was a tech change.

## **17. Automated Guided Vehicles (AVGs)**

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### **Overview:**

CPC is exploring the technology of automated guided vehicles for use in plants to move product.

### **Discussion:**

CPC has leased Automated Guided Vehicles to explore this technology for use at Canada Post. There is no commitment to buy these devices at this time. CPC will lease these for one year.

The site for the pilot is the Your Distribution Centre (YDC) due to its layout and work hours. CPC welcomes participation in the project and feedback. CUPW would like to know more about the specifications of the equipment including: speed, does it start slow and go faster, maximum speed, hertz, stopping distances and safety switches to stop for pedestrians. The Committee discussed that the machine will use a scanning feature instead of a 360 degree camera for positioning. CUPW inquired if there an intention for the AVG to go into the truck to load or unload. The current plan is to take product from the work area to the staging area.

The Committee discussed how the AVG will determine what staging area the product will be placed. CPC stated the AVG relies on the locations of the staging areas. These staging areas are stationary. CPC is considering the simplest scenario for this project. The Committee discussed the expectancy of the cubic footage taken from the floor. The Committee is looking for clarification on the following: will employees to have less floor space and will employees be required to walk further because they can't use this space anymore?

The engineering team, suppliers, and CUPW NJHSC member will like to attend a session demonstrating the AVG. The Committee discussed if the AVG will be remote controlled or automated. CPC explained that the AVG could be driven by an operator so that the device to be returned to the maintenance area if it breaks down. CPC will run a number of tests before it is released for processing product. The team will to validate the specifications of the unit.

CUPW is concerned that the floors are not all flat (floor quality) and this may affect the sensors. Those items will be evaluated through the project. CPC is aiming to start this project in Q2, early May.

The union considers this a technological change and requires the notices mentioned in Article 29 of the collective agreement.

### **Recommendations / Action Items:**

1. CUPW raised a concern that this should have been raised as a tech change notice 29 (a) (b). CUPW will be taking this to labour relations.
2. CPC will provide more details on the key project dates.
3. CPC will work to obtain and spec sheets and forward them to CUPW.
4. CPC will organize a kick off meeting with CUPW at YDC to come observe the equipment.

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### **18. Montreal Packet Sorter**

#### **Overview:**

CPC is designing a new packet sorter for the Montreal plant.

#### **Discussion:**

CPC has started design on a Montreal Packet Sorter (MTP). There is a mock up operation station in Montreal for CUPW to come and review. The mock up discussion will be held in the first two weeks of April.

This is located in Montreal plant in the middle section of the plant. There are tubes that the packets will go in and then a run out. In the future, CPC will bring in other mock up areas, to get input in other operator work areas. There will be a singulation work area where employees will push packets around to be in a single row. It will be read by a camera in any orientation. CUPW requested more information on the time frame.

The supplier is expected to finish the installation mid October 2019. It will go live tentative June 2020. The installation area will occupy 50,000 sq/ft. The equipment flow is designed as cascading and non-cascading so that parcels don't get stuck in the process. CUPW is wondering if packets can get jammed. The mock up is to help us understand how these jams are accessed. The local JHSC will participate.

The union considers this a technological change and requires the notices mentioned in Article 29 of the collective agreement.

#### **Recommendations / Action Items:**

2. CPC to organize a meeting with CUPW to come and review the mock up station.

### **19. Musculoskeletal (MSI) Project in Calgary**

#### **Overview:**

The number of MSIs are increasing in plants. CPC did a local project in Calgary to look at opportunities to reduce MSIs.

#### **Discussion:**

This plant was showing up as an area with a high number of MSIs. There were also issues raised on their parcel sorter. CUPW asked where the data for this project came from for the 70% of MSI in the MMH as noted in the presentation. CPC will look into where these data came from, reports.

There were areas identified to fix right away and some items required a more detailed plan. CPC said that they were going to fix the height of the conveyor. CPC will work to design out the



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conveyor. Short term, staff two employees at the nose of the trailer for the last ten feet. CPC stated that the customers are still putting heavy items on the top and light items on the bottom. CPC is working on getting these complaints back to the customer. CUPW is wondering about some research done on the rotation of duties during the loose load unloading. The Committee discussed that when it comes to taking the bags out of the container, they don't want it to cause over reaching. Perhaps there is an opportunity to look at a tilting option like what is practiced in Vancouver. Perhaps CPC could add ergo mats to the inspection check list.

### **Recommendations / Action Items:**

1. CPC will provide and update on where the data was pulled from for this project.
2. CPC to inquire with plants on their current rotation for loading and unloading the loose loads.
3. CPC to inquire to the current rotation of duties for this position
4. CPC to inquire with the plants to understand which customers are sending oversize packages.
5. CPC to provide an update of the process to handle oversize pallets.
6. CPC to consider doing a similar project in other plants.
7. CPC to consider adding ergo mats to the Workplace Inspection Checklist.

### **Miscellaneous Items**

#### **20. JHA for PO4**

CUPW inquired what the backgrounds were of the employees who participated in the JHA for PO4 that was sent. CPC explained that this JHA was completed at Gateway. CUPW asked CPC if they could have advance notice of reviews so that they can make recommendations for locations and employees who should participate.

#### **Action Items:**

1. CPC will send the JHA schedule for 2019-2021 for review. CUPW to recommend locations and employee names that should participate because of their experience and training in the role or as an LJHSC member.
2. CPC agrees to reform a team to redo the JHA for the PO4 position
3. CUPW would like to select the location and members for the PO4 Review.

#### **21. Safety Rules Refresh**

CPC is planning on refreshing the safety rules. CPC sent the safety rules documents to CUPW looking for input on the refresh of the rules. CUPW raised concerns with the Plant Rules that CPC sent. CUPW recommends that each plant should complete hazard assessments for each work center to determine which rules should be applied to that work centre. As an example, jewelry could be worn in final sort area if there is no mechanized equipment. CUPW would like the issue to be discussed further at the April 17<sup>th</sup> meeting. CUPW also wants to ensure that the religious accommodation process is clear for affected employees.



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### **Action Items:**

1. :CPC will come back to the April 17<sup>th</sup> meeting to continue the discussion.

## **22. AED Program**

There was a contractor fatality in BC, in Prince George. The facility did not have an AED. CUPW raised that the hospital 15 minutes away but the ambulance took 25 minutes. The contractor had died before the ambulance arrived. CUPW is asking for all Canada Post sites to have an AED. CUPW maintains that every facility should have them.

### **Action Items:**

1. CPC will review the request and respond to the committee.

## **23. Stop Light – Local Program**

CUPW raised concerns regarding Stop Lights – to indicate the number of days with no workplace injuries. A Lost Time/Green/Yellow/Red Lights was installed at the Kelowna Delivery Centre. CUPW stated that this sends it the wrong message about reporting. This puts the focus on numbers and pressures employee not to report. CUPW has asked that CPC remove these signs from the workplace. CUPW requested that the sign was pulled down until the committee discusses it again. CUPW is concerned about the psycho-social stress that this puts on employees.

### **Actions:**

1. CPC will internally to discuss the issue with the H&S team and come back to CUPW.
2. CPC to check the minutes.
3. CPC to check and see if the local LJHSC was in agreement with the stop light in Kelowna.

## **24. Electrical By-pass**

CPC has responded to their position on the use of the by-pass. The workers in Halifax are not comfortable with this situation. CUPW is asking that CPC reassure employees the current electrical set up is acceptable. A maintenance employee was asked to work in an area where only part of the machinery was isolated and the employee stated that it was not isolated. CUPW disagrees this initiative and is asking to stop this practice.

### **Actions:**

1. CPC is will follow up to ensure that the system was reviewed with the employee

## **25. CMB E200 Deployments**

CUPW raised that with the locking mechanisms of the new E200 CMBs. The employee must leave the key in the lock until the door of the box is closed. Employees have raised concerns if there is a

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specific situation like a dog or a car that is moving toward them while they are connected via the lanyard to the box the employee cannot run away quickly. The Committee discussed a type of lanyard that could be a “tear away” in case an employee would have to leave the area quickly.

### **Action Item:**

1. The Committee agrees that the uniform committee should investigate a tear away lanyard.

## **26. Pool Jackets for Employees working on the Docks in winter**

CUPW raised a concern from Winnipeg where workers are getting cold while working on the dock. CUPW is requesting that parkas given to the P05s. A pool jackets should be available to be worn on the dock. CUPW stated under Article 34, under the uniform committee, permits us to grant articles of clothing that they don't have the points. CUPW stated that CPC offered winter parkas to these employees, in Winnipeg and then decided not to purchase them.

### **Actions:**

1. CUPW is recommending that CPC is looking into this.

### **Differed Items**

**Radon Testing**  
**VES Monitor Arm**

### **Closed Items**

**A32 Case (2018-12-11)**  
**Human Resources Business Partners**  
**Delivery from Amazon**

### **Meetings Held in 2019:**

<b>March 16 &amp; 22</b>	<b>April 17</b>	<b>June 5</b>	<b>September 4</b>	<b>November 20</b>
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