

National Joint Health & Safety Committee Meeting Minutes

February 18 and March 1, 2021

In attendance:

CPC	CUPW
Corey Pelow	Marc Roussel
Dilhari Fernando	Sylvain Sicotte
Virginie Tremblay	Alvaro De La Cruz

Guests				Special Guests
Paul Rivet	Chetram Jaipersaud	Michael McCaw	Terry Kelly	Rona Eckert (CUPW)
Leah Lewis	Kathryn Pitcher	Hala El Kozah	Tisha Bastianelli	Carl Girouard (CUPW)
Phoebe Liu	Alison Rogers	Kathryn Lefler	Lynn Macdonald	Terry McDonald (CUPW)
Daniel Beaulne	Kim Gould	Chandra Laframboise		
Jason Grew	Abbi Slater			

Advisor	Sohail Mirza
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Round 1

Sr.	Standing Items and Other Items	Time	Presenter
1	Opening Remarks	9 am	Committee Members
2	Review of Minutes and Agenda	9:20 am	CPC
3	COVID-19	9:25 am	Virginie Tremblay
4	Dupont Study	9:35 am	Daniel Beaulne
5	Pallet Heights - Next Steps	9:45 am	Abbi Slater
6	Appendix DD - Strategy	10 am	Jason Grew and Kim Gould
7	Retail Technology Modernization	10:15 am	Kathryn Pitcher and Kathryn Lefler
10	Telematics	11:10 am	Michael McCaw
11	Automated Parcel Lockers Risk & Ergo assessments	11:25 am	Tisha Bastianelli and Lynn Macdonald

Round 2

Sr.	Standing Items and Other Items	Time	Presenter
12	Opening Remarks	12 pm	Committee Members
13	Hazard Prevention Plan – 2020 Injury Stats	12:10 pm	Virginie Tremblay
14	SSFI/MLOCR Risk Assessment Outcomes	12:20 pm	Hala El Kozah
15	OEPC Equipment (Alternating Tread Stairs)	12:35 pm	Chetram Jaipersaud
16	HVAC for COVID	12:50 pm	Chandra Laframboise
17	Fleet & MMHE Update	1:05 pm	Paul Rivet
18	Snow Removal Update	1:20 pm	Terry Kelly

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Standing Items 1. Opening Remarks

The company co-chair Dilhari Fernando opened the meeting by acknowledging the CUPW letter received on pallet heights. CPC said they are drafting a response and will soon share it. CPC co-chair requested one-on-one time with CUPW co-chair Marc Roussel. Dilhari suggested having this as a quarterly meeting to understand the union's position better and discuss other innovation projects and localized pilots.

CUPW expressed concerns regarding the joint roster list of competent investigators under the new Workplace Harassment and Violence Prevention Regulations. CUPW said that they never agreed on the final list of investigators shared by the CPC. CPC will follow up with the work group. CUPW explained that they had requested the working group to minute the meetings, but CPC never captured the minutes. CUPW said that at those meetings, they had opposed the selection criteria and process for investigators. Therefore, CUPW disagreed with the joint roster list. CPC will follow up with the working group.

CUPW also shared that they have issues with the steps of the resolution process. CUPW didn't agree to the inclusion of the informal process. As per legislation, the informal process is not separate but part of the formal process and should therefore be initiated after the notice of occurrence is issued. Therefore, CUPW asked to revisit the process and bring compliance with the legislation. CUPW said they hadn't received any reply from CPC on the letter with suggestions sent after reviewing the new process.

CUPW reported a situation during a hearing in Halifax case, where there was a breach of trust due to certain practices by CPC. CUPW insisted that such issues can be avoided if CPC appoints an outside designated recipient to provide unbiased and neutral decisions.

CUPW asked to set up a new meeting to review the policy and resolution process to finalize it.

CPC proposed including violence and harassment at the workplace, resolution and the new policy as a standing item for future meetings.

CUPW asked about the first aid training and plans for resuming the training. CPC replied that they had reviewed the content and mode of first aid training by including COVID-19 protocols, and CPC will share the training plan with CUPW. CPC has carefully considered all the safety measures and precautions in the review of this training. CUPW mentioned that if CPC can proceed with route restructuring and new employee training, there should be no problem doing first aid training with appropriate health measures.

Opening Remarks ~ Round 2

CUPW noted that the COVID positive cases investigation process is not being followed, the process is not clear and the union's involvement in the process is being ignored. CPC will request the field H&S team to join the next meeting to discuss this point. CUPW requested statistics on monthly absences, which have been recorded since the start of COVID. CPC replied that such data is being maintained by the disability management team, which receives it from Canada Life. CUPW explained that they need data for the workers highlighted as high-risk workers.

CPC shared that the terms of reference require reviewing as per the 13.0 clause of terms of reference, which

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will be reviewed on the next NJHSC.

2. Review of Minutes and Agenda

CPC elaborated the meeting agenda and reviewed the Nov/Dec meeting. CUPW highlighted the importance of minutes and said no one could add anything discussed in the meeting.

3. COVID-19 (02-19-2020)

Overview:

Due to the COVID-19 Pandemic, CPC, in collaboration with the national health and safety committees, has introduced new processes and equipment to minimize the virus's spread at work.

Discussion:

CPC shared that they have updated the COVID playbook to reflect recent changes and important topics, including arrangements for a testing clinic.

CPC informed the committee on the two directions (Leo Blanche/Gateway) received from ESDCs on 3-ply masks with filters. CPC said that they had mandated using 3-ply masks with filters in these two facilities and have ramped up the use of personal protective equipment. CPC stated that the current supply of 3-ply cotton masks would be depleted in 4-6 weeks and replaced by the new, improved 3-ply masks with filters. CUPW mentioned that on Nov/Dec 2020, NJHSC it was agreed that workers would get 5-10 per month. CPC answered that only Leo Blanche and Gateway workers would be provided 4 face coverings. For other sites, if a worker needs more, CPC won't deny it. CUPW mentioned that CPC needs to formulate a clear communication on the number of face coverings allowed for each worker and highlight the fact that if they need more due to working overtime CPC will provide them with more. CUPW reiterated that they require 10 face coverings per month. CPC replied that they would discuss it with the GM H&S and will update. Earlier it was 2 per person; after the reset, it will be 4 per person. CPC is planning to issue a talk track as well for the new face covering.

CUPW intended to be included in such discussions, and meetings should happen at the committee level.

CPC informed the committee that two provinces – NB and ON – have implemented an active screening process for the employee entering the workplaces. CPC ensures its implementation and is exploring means to abide by the rules while providing smooth access in the winters. The communications team is also busy creating easy and understandable communication for LJHSCs.

CUPW raised a shortage of hand sanitizers at HMPP and that no adequate sanitizing process is in place. CPC reaffirmed its commitment and will investigate the issue. CPC will do a COVID

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compliance audit and will share the results with the committee.

CUPW shared that the Peel Public Health COVID checklist is comprehensive, and they have asked to follow it at Gateway. CUPW questioned if CPC has reviewed it. CUPW suggested that CPC can use that checklist at all the facilities. CPC requested that CUPW share it with them before discussing it with the H&S audit team.

CPC updated the committee that we have resumed in-person training since November 2020 for In Drive Cabin training.

CUPW inquired on the vaccine status and if CPC will provide it to all the members voluntarily. CPC answered that nothing had been formalized yet; CPC may have an update on our next meeting. The vaccine rollout and inoculation will remain under the responsibility of the provincial government. CPC said that we could not enforce/oblige our employees to receive it on human rights grounds. CPC has to motivate the employees to agree to inoculation. At present, it is hard to make any plans due to limited visibility on the availability of vaccines in Canada. CUPW reiterated that as per CLC and COHSR, an employer must make the workplace safer and without endangering others. CPC said we are well aware of the legislative landscape, and we will discuss with CUPW once we have concrete information and details on the availability.

Action Items:

1. CPC to update CUPW on Hamilton hand sanitizer replenishment
2. CPC to confirm the number of face coverings per person per month provision

Other Items

4. DuPont Study

Guest: *Daniel Beaulne*

Discussion:

CPC updated the committee that DuPont has concluded its study and devised a 5-10 year strategic plan for Canada Post. During their process, they interacted with 350 people from different ranks and regions of the company. Dupont is now summarizing their findings and handing over tools that consist of a Health and Safety Management System, audit protocols, safety maturity, and some other tools.

CPC has arranged an exclusive meeting for CUPW NJHSC on February 26, 2021. CPC ensured their intents are for a safer workplace and be transparent with the whole process. The Vice-President Health & Safety and GM Health and Safety have held workshops with 70-80 employees and are planning to have debrief sessions in March and April with managers.

Action Items:

1. CPC to invite CUPW NJHSC members to the Dupont workshop

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5. Pallet Heights - Next Steps

Guest: *Abbi Slater*

Concern:

CUPW has raised the concern around workers' safety when handling pallets having heights of more than 70".

Discussion:

CPC said that they have acknowledged the concern raised via the CUPW letter (dated December 17, 2020) and will respond to it.

CPC inquired CUPW about the specific risks with pallet heights. CUPW said that loose loads, unstable pallets and handling of pallets more than 70" cause risks of injury. CPC said that in 2018 we conducted an Ergo study at CMPP (LJHSC also participated), including ergo assessment and injuries, the action plan was implemented successfully. The study captures all the material handling sites where we don't have suitable equipment to handle pallets over height. As per NIOSH lifting index, for any height, 86" A60 steps were recommended. For anything above 86" A61 steps were best suited. CUPW said that they see over 90", which requires action at a national level.

CUPW disagreed on the use of A60 stools to unload pallets as CUPW never agreed to this. CUPW explained that the A60 stool was meant to help shorter-height workers to unload bulk trailers. The parties never agreed on pallets taller than 86". The maximum pallet height that was authorized and agreed upon by CPC and CUPW is 70", with the acknowledgement that bulk trailer unloading activities across the country may exceed that height. CUPW pointed that the committee is unaware of A61 stool if that exists. CPC explained that the height of A61 is 20 inches instead of 16 inches, allowing employees for a better and safer reach. CUPW replied that 20 inches is not a safe height for workers. If a stool has two steps, it is more dangerous and riskier to work on the second step. CUPW will never recommend its use. CPC said that appropriate procedures to use stools are available even in video format and they have been shared many times within the committee since at least 2013. CUPW said that height pallets put workers at risk, especially short height female workers. NIOSH said 70," and we see higher heights at other job centers. CPC replied that they would look into it holistically for all activities to come up with better measures and tools. . CUPW pointed out that it is much safer to work at ground level if we can minimize the situation by introducing floors with height reduction features like the hydraulic floors at the Montreal plant.

CPC informed the committee that A60 is the right tool, and with proper training, it will not

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present an increased risk for workers when pallets are over 70" high. For pallets and bulk loads above 70", we need an appropriate tool and procedure. CUPW replied that we don't agree on the height and any new tool. CUPW explained that according to the instructions provided to them by CPC, customers must respect the maximum heights of 70" and that at 86" there is a risk of instability. CUPW cited as an example two incidents at the Ottawa plant, one of which resulted in a broken arm. When unwrapping pallets, the loose load falls, resulting in injury. CPC answered that they would discuss the topic of unstable pallets, for all heights, internally and get back to the committee. Anything over 86" is riskier, but below 86" with the right tools, we can easily manage without injuring a worker. CUPW further requested a third party ergo assessment for over 70" pallet heights.

CUPW maintains that the maximum pallet height must be 70" or less.

Any pallets received that are over 70" must be returned to the shipper.

Action Items:

1. CPC will respond to the CUPW letter.
2. CPC will review CUPW's request for a third party ergo assessment.

6. Automated Parcel Lockers Risk & Ergo assessments

Guests: *Tisha Bastianelli, Lynn Macdonald and Raymond Chin*

Overview:

Parcel line of business is introducing new automated parcel lockers.

Discussion:

CPC updated the committee on selecting three vendors (Artitalia, Pitney Bowes and Quadient) and their prototype parcel lockers for trials. CPC shares a deck with the characteristics of the three lockers, location of trials and installation schedule. CPC also presented positive feedback and testimonies from a few customers and operations staff at the already installed 3 automated parcel lockers.

The committee questioned the outdoor locker's performance at the head office in winters and snowy weather conditions. CPC replied that the locker is performing perfectly, and no complaints have been registered. Three items were delivered late last week.

CUPW suggested installing a single-piece device on the head office locker to hold the locker on the ground and prevent it from tipping instead of the 3 pieces holding it at present. CPC explained that all the indoor lockers are securely attached to the floor, and they will look into the possibility of a piece for outdoors; nevertheless, it will be capped to avoid any chance of injury.

CUPW asked if CPC has conducted the risk assessments for the selected locations. CPC replied

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that since all sites are indoors, CPC will share the timelines with CUPW to visit and review the lockers. CUPW said that if all are inside, CPC must ensure the safety of workers around it. CPC answered that the site selection was a conscious and cautious effort, and it also meets the accessibility need with proper spacing around the lockers.

CPC shared that they conducted an ergo assessment and decided to lock the top two compartments as they are above head height. Also, if a package is too heavy, it will be sent to a retail outlet for pick-up. Similarly, the compartment above the screen can hit the head on opening; therefore, it is also locked. The Artitalia and Quadient have safety gaps between the lockers, but the Pitney Bowes have no gaps between the columns. CPC has highlighted the concern with the vendor, who is looking into the suggestion.

CPC showed a video demonstration of accessing the locker and motion of locker opening shared with the CUPW after the meeting.

CUPW raised concerns on the ergo study and its calculations and requested CPC to redo the assessment jointly with CUPW, as required by the *Canada Labour Code*. CUPW also requested joint risk assessments of the new selected site locations and noted that local teams and committees will support the risk assessments.

CPC explained that customers have to register for Flex delivery services to use an automated parcel locker facility. In addition to PO pick up, they have to sign up for an automated parcel to assign a unique parcel address.

Action Items:

1. The selected sites are Halifax, Richmond Hill, Winnipeg and Montréal. CPC will communicate any changes and future locations to be selected.
2. CPC to share the customer journey

7. Retail Technology Modernization

Guests: *Kathryn Lefler and Kathryn Pitcher*

Overview:

The current retail point-of-sale system is at the end of life and needs to be replaced. The development of the new system was completed on December 31, 2020.

Discussion:

CPC shared the updates and new features of the RPOS, making easier and quicker transactions. There will be a new point-of-sale software, a few hardware components and a cloud-based system.

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CPC informed that pilot was conducted at nine post offices but were not completed due to COVID. CPC now plans to launch the pilot in 6,000 post offices by June 2021. CUPW requested the list of all the pilot sites. CPC replied that once the list is finalized, they will share it with CUPW.

CPC highlighted the benefits of having a cloud-based system that will eliminate the toggling task required at present in one session. CPC is also introducing customer-facing screens to improve the customer experience. Also, the postal box location will be centralized, currently which is locally managed and stored. The system has been integrated with SAP to conduct ordering and management of inventory right on the RPOS.

The new hardware includes a display with a built-in CPU, a new label printer, mobile POS for inventory management and delivery of carded items, new payment and modem. CUPW requested to share the customer-facing display and the mobile charging picture.

CUPW asked if CPC is planning to rollout in peak. CPC, answered that there is pause on rollout due to peak.

CPC explained the training strategy devised for the pilot rollout. There will be a readiness guide which will include a training checklist and a job aid. The Peer mentors will call post offices to check readiness and ask questions about the checklist. CUPW said that as per their experience, it is not a successful model of training. Since lead hand, post office masters and clerks are usually busy, and they might not be able to complete the training attentively. CPC replied that logistically and geographically, it is not possible to deliver in-person training. All peer mentors will be part of the train the trainer. There will be Peer to Peer support, and CPC will ensure that we have a backup trainer to serve and support if one is busy. CUPW inquired about Train the Trainer session. CPC answered that they don't have specific dates on it, maybe in 2 months. CPC will provide the laptops and connectivity devices well in advance. Before the session, the CPC lead will check in to confirm if they have received the laptops and have an internet connection.

CUPW requested to take part in Train the Trainer. CPC said that they would get back to the committee when the sessions start. CPC will provide a copy of the training content and agenda to CUPW for review. CUPW asked that whether this will be interactive training and live sessions. CPC replied that it would be an interactive, live and engaging session comprised of 2-day training through WebEx. Each morning, peers will walk through different transactions, and in the afternoon, the trainees will be given IDs to practice with scenarios. CUPW disagreed with the training mode and requested to hold the training till CUPW reviews the training content and decides on the modality of delivery.

CUPW will share the concerns on the functionality changes by email to CPC.

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Action:

1. Provide training content to CUPW
2. Share the list of pilot rollout sites
3. Share the customer-facing display and mobile charging pictures
4. CUPW to share concerns on the changes in the functionality of the new system

8. Telematics

Guest: *Michael McCaw*

Overview:

In fall 2020, Canada Post installed telematics devices in 10% of the corporate fleet (1,400 vehicles) in 22 offices across the country to improve driver safety by providing driver feedback in vehicles, reducing CPC carbon emissions while enabling stakeholder groups to access data.

Discussion:

CPC presented an update on the Telematics phase 1 and shared the data (trend report and scorecard) from the vehicles' devices. CPC mentioned enabling a new speed limit alarm that gets activated for 20 seconds when a vehicle's speed is 10 km over the limit. CPC is trying to use actual phrases instead of alarms for better reception by the driver. CPC highlighted that as per the data, 5 to 10% of the driver drive without seatbelts for certain kilometres. CUPW inquired if there are other metrics other than seat belts and overspeeding. CPC replied yes, different metrics are running in the background, but we haven't turned on the audible alarms or reporting on those metrics. CPC highlighted that they are observing 25 to 35 violations per 100 km. CUPW requested to send data and report on speed violations to CUPW.

CPC shared that these reports will be shared with the supervisors and LHSCs starting March 2021. They will seek local support on using these reports, engage with LHSCs and tie it to their HPP. These can also be used in safety meetings for focusing on changing hearts and minds towards safety.

CPC explained the scorecards used to identify good and bad driving behaviours. A good score will yield a reward for the driver, whereas a bad score will allow coaching opportunities to improve behaviours. CPC is developing a Driver development plan to use if the behaviour doesn't improve.

CUPW pointed out that since CPC said that telematics would be used to curb gas emissions, they are waiting for the environmental data. CUPW said that it seems to be a surveillance tool, and the data is showing the same. CPC explained that there are three stakeholders in Telematics: Health and Safety, Environment and Fleet Maintenance. From an H&S perspective, it is only meant to raise awareness and not discipline at any level. CPC is already doing the on-street observations, and this will only aid in conducting those observations better.

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CPC said that we could arrange a separate meeting with the environmental committee to discuss this project's environmental facet. Our domain's purpose is that our people are safe, and our vehicles are safe on the roads.

CUPW requested to share all the data sources of these reports, and they will review and re-evaluate their decision on the acceptance of this project. CPC will arrange an information session on GeoTab to walk the CUPW members through on the tool. CPC later will provide access to nominated CUPW members on the software.

Action Items:

1. CPC to provide the data source sheets to CUPW
2. CPC to arrange a session on GeoTab

9. Appendix DD

Guests: *Jason Grew, Kim Gould*

Overview:

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

Discussion:

CPC shared that due to the pandemic the company halted the training, which has added to the backlog. Since CPC cannot arrange in-person training, the company is exploring different modalities, including virtual training, to resume the program. CPC will book a meeting offline to discuss the training strategy. CUPW agreed that the training content also needs to be reviewed, including the LJHSC training module and content. CUPW agreed that due to the pandemic, in-person training can be delivered virtually via a platform such as Zoom or Teams. The Union is against any form of online self-study to lower the rate of delay in Appendix DD training. CUPW agreed that training content needs to be updated to reflect changes to the collective agreement as well as legislative changes. CPC will share the proposed date for the meeting.

Action Items:

1. CPC to share the proposed date for the strategy meeting

10. Hazard Prevention Plan – 2020 Injury Stats

Featured speaker: *Virginie Tremblay*

Overview:

This is a standing item providing both parties with an opportunity to discuss health and safety statistics, including workplace violence statistics. The committee will identify areas of focus to

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reduce injuries and improve compliance with health and safety legislation and regulations.

Discussion:

CPC presented the stats on the injury for the year 2020. CPC explained that a *Lost time full shift* means a full shift of the scheduled time and doesn't consider the employment type, e.g., part-timer. There is a 31% significant reduction seen on lagging indicators. This reduction may have been impacted by the fact that since the start of the pandemic, there is much focus on safety, the involvement of LJHSC, communication, and safety awareness. Material handling (MMHE) and slips and trips are the two main categories. However, we see a consistent reduction in STFs, which is persistent and sustainable. MMH injuries saw a sudden dip in the last year.

CPC said that for Group 1, some people add the first aids in minor injuries, and this group of people needs awareness. CPC elaborated that we had more people working with more volumes and higher fractions of the parcel despite the pandemic still, we see a considerable decrease in the count of injuries. It is imperative to find the underlying reasons for such a decrease. Though CPC has prioritized assisted load handling (with dolly) before working in pairs, this decrease is puzzling.

For Group 2 employees, STF and MMH remain the main injury category. CPC observed the same proportional decrease in the injuries. A few factors that may have played a part are less neighbourhood mail, no signature items, knock drop and go process, shortened delivery window and enhanced self-awareness. CPC said that if we resume the regular processes, the results might be different and allow CPC to find the underlying reduction factors.

For Group 3 & 4, the total injury is reduced, but CPC saw an increase in MMH injuries. Since it is so small compared to the other groups, it is difficult to interpret the data regarding where the problem lies. The data shows that injuries usually happen out of work location. CPC will explore more on the exact classification of the injury.

For RSMC for 4 years, no overall change was recorded, but last year CPC saw a significant decrease. In 2020 STF was the second main cause of injuries, after MMH.

CPC requested CUPW to review the stats, and the committee will discuss prevention plans and projects to help reduce or sustain the injury reduction trend. CUPW said that it would review the data and cross-check the numbers with regional members.

Action Items:

1. CPC to share EAHOR 2020 report with CUPW

11. SSFI/MLOCR Risk Assessment Outcomes

Guest: Hala El Kozah

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Overview:

Over the last 10 years, the Lettermail volumes on sequencing plans have significantly declined. This decline has led to short-run times against long setups and tie outs, low machine processing times and high material handling between plans.

Reordering run index/sequencing plans on the machines can improve machine utilization when low volumes provide the opportunity.

Discussion:

CPC updated the committee with the results of the joint risk assessment conducted at Leo-Blanchette. No additional risks were identified. CPC shared the risk assessment document and proposed controls for the hazards that were identified previously as well.

- 1- Over sweeping, the proposed control is to let the mail build-up for 1" or have a separation card before sweeping and use the paddle to protect fingers when picking up the mail.
- 2- Over sweeping, the proposed control is to let the mail build-up for 1" or have a separation card before sweeping and use the paddle to protect fingers when picking up the mail.
- 3- Feeder over constraint, the proposed control is to place surplus of IDCs in designated area.

CPC said that we have the procedures in place and require its application and awareness.

CPC pointed out that SSFI is planned for Montréal and will later be implemented in the rest of the locations.

CUPW argued that the committee never approved the consolidation process and CPC had not prepared any job aid or training on this method of work. CPC agreed that the risks were not adequately assessed, and the method of work was never presented to the committee. It was designed and implemented locally in 2016, CUPW asked if task rotations are respected with this work method. CPC will conduct audits with local management.

CUPW suggested that CPC work with the committee to develop a standard process for consolidation.

CPC said that they would stop consolidation in Montréal and check where else it is being followed in the 19 plants. CPC will update the committee on the status.

CPC explained the proper process on MLOCR is to sweep only when the run is over, sweep in the LFT, when the LFT is full, put it in the IDC and then take the IDC for the next steps. Consolidation is not an official method. Employees were using the same LFTs for multiple stackers. CUPW suggested arranging a refresher and would require an ergonomic study in the future since this process was not instructed at the installation of MLOCR.

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CUPW raised that at night shift, rotation of duties is not being respected, and the mail handlers' availability is also an issue. CUPW pointed that these issues were predominately highlighted by Shift 2 and Shift 3 in Montréal. CPC replied that they will investigate and will update the committee.

Action Items:

1. CPC to investigate the rotation of duties and mail handler issues
2. CPC to share MLOCR refresher plan with CUPW
3. CPC to share consolidation method for review and approval

12. OEPC Equipment Maintenance Access (Alternating Tread Stairs)

Guests: *Chetram Jaipersaud, Phoebe Liu, Gaith Abu-Ashour*

Discussion:

CPC explained the alternating tread stairs (ATS) are a potential, more ergonomic and safer than ladders where conventional stairs are not possible or not recommended. CPC showed a video on the use of the stairs. The flight of alternating tread-type stairs has a smaller degree of rising than the steeper ladders. CUPW asked which degree would be used in the plants. CPC replied that it is not decided, but it will be between 30 and 50 degrees. CPC will prefer standard stairs wherever possible. Still, CPC foresees the potential option of installing these types of stairs where standard stairs cannot be installed and where alternating tread stairs are a safer option. CPC pointed that for the OEPC, ATS are used only by the maintenance staff and are not meant for other workers.

CUPW asked if regular stair access and ATS will be side by side, and the worker will have the option to use either. CPC replied that no, it would be either a regular staircase or ATS.

CUPW questioned about the angle of the ATS installed at Montréal. CPC said that they would share it with the committee after confirming. CUPW raised that in Montréal, workers are told to go front side when going up and down. CPC answered that as per the manufacturer's instruction worker, you could go either way, and even the job aid in Montréal reflects the use of both ways. CPC will share the Job aid with the committee.

CUPW questioned that if a worker has knee problems, old age or other issues will be given accommodation. CPC answered that it would follow the normal accommodation process. CPC reiterated that from a safety perspective, a ladder is riskier and has more chances of injuries. Alternative thread is a safer option. Even the *Bureau of Labor Statistics*, OSHA research, and other Govt resources stats favour ATS use. CPC will share the links to these stats with CPUW.

CUPW disagreed and is not convinced; CUPW thinks it will significantly impact the older workers.

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CUPW doesn't see the positive effect and does not support ATS's initiative compared to the ladders. CUPW asked how CPC would determine the situation if it is safe or not. CUPW inquired on how CPC would determine the situation if it is safe or not. CPC answered that it would include the vertical height, rise and run of treads, angle of incline, etc., to determine the selection.

CUPW asked if any risk assessment was conducted for the ATS. CPC to share Montréal risk assessment with the committee

Action Items:

1. CPC to share Montréal risk assessment with the committee
2. CPC to share ATS job aid with the committee
3. CPC to share the stats links for ATS

13. HVAC for COVID

Guest: *Chandra Laframboise*

Discussion:

CPC presented the deck on the design and operational measures taken in CPC's building HVAC system to ensure adequate filtration and ventilation. CUPW said that they would share it with their members for expert advice and to see if they have any reservations.

CUPW inquired if CPC measures the air quality for comparison with the standards. CPC replied that we are currently doing some airflow testing in some of our plants to confirm if the intended designed output is received. But results are not in yet. CPC has also installed airflow stations in our new system designs. Currently, we only have airflow measurement confirmation at the PPC facility, and the building BAS is telling us we are getting the expected design airflows. Testing and BAS confirmations are ongoing.

14. Fleet & MMHE Update

Guest: *Paul Rivet*

Overview:

This is a standing item providing both parties with an opportunity to discuss issues related to fleet vehicles and motorized material handling equipment (MMHE).

Discussion:

CPC said that annual asset replenishment is still in progress due to COVID delays. It will be completed by Q2 of 2021.

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It will be completed by Q2 of 2021. CPC said that many changes were suggested in the prototype and expected to be produced by Q3 2021. CUPW highlighted that since it has been one year and these vehicles were assigned to RSMCs, and their current vehicle conditions deteriorate, that group is anxious to know the delivery status. CUPW requested to provide more details on the vehicles. CPC replied that due to undue delays in contract signing, they are now in the production phase. CUPW asked to provide information on how many vehicles will be produced and when the production will start. CPC agreed to update the committee and invite the project team to come to the next NJHSC to discuss the project.

CPC shared that electric vehicle prototypes are expected to be delivered by the end of March. CUPW asked who was testing those vehicles. CPC answered that CPC teams would be testing at three sites: Toronto, Montréal and Vancouver. CUPW demanded to share the documentation on testing. CPC replied that once CPC has the information, it will be shared. CPC explained that due to delays, not much can be done at this time. Once the vehicles have been delivered, and testing begins, CPC will invite CUPW to view them and will provide more information to the Committee at future NJHSC meetings.

CPC informed the Committee that under the vehicle emissions reduction program, by the end of 2021, 1 per cent of the fleet will be powered by hybrid transmission systems. In addition, some of the 5-ton trucks will operate on CNG (compressed natural gas) for performance verification and emission reduction.

CPC shared that few orders are awaited from our 2020 MMHE orders. For the 2021 MMHE order, the business case has been sent for approvals and is expected to be signed off by the end of this week.

CPC informed the committee that the LR7 tiller arm has arrived but without a necessary wire and harness. Once missing parts are received, they will be installed at the Stoney Creek facility. CPC said that after finalizing the installation date, possibly by mid-March, CPC would invite CUPW for the testing.

Action Items:

1. CPC to invite CUPW for testing of the LR7 tiller arm
2. CPC to update the committee on light delivery vehicle status
3. CPC to update the committee on the date of production and number of light delivery vehicles
4. CPC to share information on electric vehicle project and testing

15. Snow Removal Update

Guest: *Terry Kelly*

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Overview:

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

Discussion:

CPC shared that a new director of snow operations has joined the team. CPC said that we experienced milder winters this year, and all the operations were safely executed following safe distance and other precautionary measures.

Meetings held in 2021:

February 18 March 1 (X)	April 28 ()	June 17 ()	September 9 ()	November 10 ()
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