

National Joint Health & Safety Committee Meeting Minutes

September 7th, 2023 and September 20th, 2023

Attendance:

CPC	CUPW
Alice Lafferty	Marc Roussel
Virginie Tremblay	Sylvain Sicotte (absent on September 20th)
Chetram Jaipersaud	Alvaro De La Cruz

Guests			
Sohail Mirza	Steve Clark	Amel Ben Hadj Salem	Darcy Angus
Paul Rivet	Terry Kelly	Catherine Bernard	Nadia Afara
Michael Polera	Mike Sinnott	Leah Lewis	Debbie Becker
Cassandra MacKinnon			

Advisor	Audrey Labout
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Location: The consultation took place by MS Teams and at the Riverside Building B, room 120C

Meeting 1:

Time started: 9.00am

Time ended: 4.00pm

Meeting 2:

Time started: 10.00am

Time ended: 12:20pm

Agenda Meeting 1

Sr.	Topics	Presenter
1	Safety Pause/Mental Health/ Diversity safe moment	CPC Committee members
2	Opening remarks	Marc/Alice
3	Project Tracker	Sohail Mirza
4	Fleet/MMHE Update/Tires program	Paul Rivet/Steve Clark
5	Snow Clearance - Update	Carmen Suchorab / Terry Kelly
6	Winter readiness Campaign	Amel Ben Hadj Salem / Virginie Tremblay
7	Wellness Session	Leah Lewis
8	Slip simulator project	Nadia Afara
9	LJHSC training	Nadia Afara
10	Albert Jackson follow-ups	Catherine Bernard
11	AGVs	Catherine Bernard
12	Terms of reference	Committee members
13	MMHE 36-month refresher training	Virginie Tremblay
14	Photo confirmation delivery project	Committee members

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Agenda Meeting 2:

Sr.	Topics	Presenter
15	Driver Abstract	Cassandra MacKinnon
16	Dog Horn	Debbie Beckner
17	Protex Safety Prevention AI pilot	Virginie Tremblay
18	High Visibility T-shirt	Virginie Tremblay
19	Yellow Lanyard project	Committee members
20	Appendix DD	Committee members
21	Walk lane risk assessment	Committee members
22	Signs vs CPC directives and consequences	Committee members
23	Dog Spray clip	Committee members
24	Open items	Committee members
25	Closed/Outstanding topics of previous NJHSC	Committee members

2. Opening Remarks

Round 1: LJHSC training in French

CUPW referred to the situation that has arisen concerning the new LJHSC training. CUPW members are being asked to take part in the pilot project, which is offered only in English, even though one of these members does not speak English. CUPW pointed out this type of situation, which occurs frequently, is unacceptable and very disappointing. CUPW requested to have a French version of the pilot and to review the French version of the training to be offered.

CPC acknowledged that this is due to a communication problem and that it is unfortunate that this could not be resolved earlier. The third party offering the training is bilingual, so there's no problem having a French version of the training.

CUPW thanked CPC for recognizing that this was an error. However, they would like to point out that a CPC member of the LJHSC training sub-committee has told them that the entire pilot project will be only in English, and so it is. This comment is intolerable for CUPW.

CPC confirmed that they will organize the French version. CUPW reminded that the trainer training session needs to be scheduled for the second or third week of January.

Round 2: Micro-learning

CUPW raised concerns about the script of the micro-learning video "Asking for Help" that was sent for feedback. The scenario begins with the fact that the situation is due to an absence of employees. CUPW felt that this as the wrong way to start the scenario, and that it needs to be rethought. Indeed, the scenario should highlight the root causes that led to this absence, but it does not. The current script may create conflict between employees, as it seems to pit workers against each other.

Round 3: LJHSC virtual conference

Some LHSCs have received the invitation to the national virtual conference for LJHSC members to be held on October 25th and 26th. These LHSCs asked the CUPW national about their position regarding this conference. CUPW explained to them that they are maintaining the same position as last year, i.e. not to participate, as they disagree with the way CPC

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promotes health and safety through abusive disciplinary measures.

CPC responded that they encourage employees to learn about health and safety, so promotion of the conference will continue.

Action items:

- CPC to organize the French version of the LJHSC training pilot.
- CPC to review the script for micro-learning video "Asking for help".

3. Project Tracker

Presenter(s): Sohail Mirza

Presentation: 03-NJHSC Project Tracker (Aug)

This is a standing item providing both parties an opportunity to discuss the new CPC Pilot projects and provide updates on regular projects.

Discussion:

CPC provided an update on the various pilot projects, including:

- eTrike Pilot and Small Footprint Robotics packet Sorter: CPC reported that these pilots have been completed, and that the teams will probably be present at the next NJHSC to present their findings.
- Low Speed Vehicle: An update was provided at the last NJHSC. The pilot has been extended for another year.
- Dog horn: CPC explained that 9 sites have been selected. The pilot is ongoing.
- Vision Scanner Pilot and Carabiner Pilot: These pilot projects were presented at the last NJHSC. They are ongoing.

With regards to the regular projects, CPC reported that there are no new projects.

CPC mentioned that they have been informed of two new pilot projects and hopes to provide CUPW with more information to by the end of the month. CUPW asked for details of these new projects.

CPC explained that one of the pilot projects concerns ring scanner kiosk. The project is related to a new ring that will be adjustable so more ergonomic, and the new kiosk will have a charging capability and help track the ring scanner in the Plant.

CUPW asked whether this project would involve their members. CPC replied that this pilot project will be implemented at Albert Jackson, and that CUPW members will use the equipment.

CUPW therefore requested to see and test the equipment before it goes live. CPC confirmed that they've just completed the Risk Assessment with the ergonomic manager and will ask the team to come to the next NJHSC. A second risk assessment will be conducted with local CUPW members.

The second pilot project concerns the introduction of new drop boxes in retail location. Boxes are already in use in some retail locations, but they are smaller. CPC is now introducing more larger drop boxes with larger opening. This is an entirely new design. CUPW asked when the project would be completed. CPC responded that the consultation is scheduled for next week and a notice will be sent out shortly afterwards.

CUPW asked why there are a lot of blank spaces in the column "1st NJHSC touch point" of the "Regular project" tab. CPC

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explained they are filling these blanks by checking previous minutes. CUPW does not recall being consulted on some of the projects listed. CPC replied that there are some very old projects and that the equipment has already been installed. CPC will clean up the file and add the dates.

Action items:

- CPC to invite the teams in charge of the two new projects to the next NJHSC.
- CPC to review dates of NJHSC touchpoint in the "Regular project" tab.

4. Fleet/MMHE Update/Tires program

Presenter(s): Paul Rivet/Steve Clark/Michael Polera

Presentation: 04 - Fleet update - NJHSC 07 Sep 2023_e and 04 - Fleet update MMHE - NJHSC 7 Sep 2023_e

This is a standing item providing both parties an opportunity to discuss issues related to fleet vehicles. An overview of MMHE 2023 asset replenishment and development was provided by Paul Rivet, and an update on miscellaneous fleet topics was provided by Steve Clark and Michael Polera.

Round 1: MMHE update:

CPC reported that MMHE 2022-2023 asset replenishment is well underway. The first deliveries of non-motorized 2023 vehicles took place in July. By end of November, all of them should be received.

For motorized MMHE machines, CPC indicated that all LW7 machines ordered in 2022 have been received and deployed. For LR7 machines, 25 machines of the 43 ordered last year are awaiting batteries, which should be delivered within a week or two. They will then be deployed nationwide.

CPC provided an update on the LR7 Tiller Arm development. CPC compiled the design review data nationally in July 2023 and worked with the supplier to review the final changes in August 2023. CPC will obtain pricing and lead time for the tiller arm in September. The next step will be to notify the sites.

CUPW requested to receive all details on the tiller arm with specifications, design and improvement before ordering. CPC confirmed they will send a summary.

CPC thanked the stakeholders for their excellent collaboration in offering the option of a new tiller arm.

With respect to the Peak season rental demand, CPC has received MMHE rental forecast requests by region and has noted a 37% increase over last year. CPC will be deploying their own C42 and Ergo lifts in early October, but due to requirements, CPC will need to rent Industry standard C42 and Ergo lifts. The rented C42 and Ergo lift do not have hand brakes or toe guards like CPC's versions. CPC will then issue the same communication used over the past 5 years and already reviewed by NJHSC. If employees feel unsafe with this industry standard equipment, they don't have to use it.

CUPW felt that these rentals are increasingly available compared to CPC Standard equipment and asked what happens if their members don't want to use the rentals and there is no CPC standard equipment available on site. CPC responded that this has never happened as all sites have CPC standard equipment. CPC reiterated that they will never force anyone to use equipment with which they are not comfortable. has happened in the past that some locations didn't want the rented equipment, and so SCP didn't send them.

Round 2: Fleet update:

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CPC shared the presentation with the update on various fleet items. CPC will send the French presentation to CUPW.

CPC provided an update on:

1. C250 deployment: CPC presented the dates and locations of the upcoming C250 deployments. There will be a massive rollout in October.
CUPW asked how they can ensure that the requested modifications have been made. CPC confirmed that the initial changes to the recall campaign have been made but are not visible. All subsequent changes are visible, and CPC will send photos as proof. CPC explained that major deployments take place over the weekend and that the team will return at a later date to provide training. CUPW asked how many employees will be trained per group. CPC answered that this will depend on the number of trainers available.
2. C250 VTS vs fold tray: CPC reviewed all provincial and territorial regulation and completed testing. They are currently preparing the job aid that will be emailed to CUPW for review. The job aid will explain the risks, benefits and how to use the VTS or fold tray. RSMCs themselves will make the decision to use one or the other. Fleet will prepare the trucks according to their decision.

CUPW asked if it is difficult to remove the VTS and reinstall it. CPC confirmed that it is difficult. This is the reason why they will do it. RSMCs will not do it themselves.

CUPW asked whether the job aid would be included in the training. CPC have not yet done so, as they wanted to discuss the topic with the committee first. The next step will be to release the job aid once it has been agreed and then integrate it into the training.

CUPW asked if it would be possible to modify the truck again in the event of RSMCs changing their mind. CPC confirmed that this will be possible, but that it may take some time before this is done.

CUPW asked if, during the next deployment in Brampton (25 trucks), some trucks could be available without the VTS so that employees could try them out. CPC agreed and will make the necessary arrangements.

CUPW asked if there has been any discussion about supervisors telling employees they cannot open the left door when they are on the road to load LFTs. CPC explained that in the training, it is very clear that workers need to be in a safe place to reload. For CUPW, supervisors need to be made aware that the left door opening area needs to be safe but that it is not totally prohibited to open the left door. When CPC reopens training to include the job aid on the VTS-Fold tray, they will review how this information is worded and clarify as necessary.

3. Prince Georges BC trailer: Further to the issue raised at the last NJHSC, CPC confirmed that the trailer was removed from service until satisfactory repairs have been completed.
4. EV step vans: CPC indicated that the information related to delivered vehicles remains unchanged from the last NJHSC, but that the planning of the pending delivery has changed. The first five XoS trucks will be delivered to St Laurent, in Montreal first, as CPC does not know how much space Juliette and Laval des Rapides have to stage them.

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Regarding the Freightliner MT50e to be delivered to Moncton (NB) in mid-October, CPC asked if CUPW will go to Moncton to examine the truck, as it cannot be sent to Ottawa. CUPW queried if there are many differences with the other EV Stepvans already reviewed by the NJHSC. CPC answered that the truck is very similar to XoS, it is simply a new constructor.

CPC will send the delivery date and CUPW will determine if they will come to Moncton.

5. EV training: CPC presented when and where the next classes will take place and confirmed that Level 1 training (composed of 2 modules) will be offered in French in Montreal in November. CUPW asked if the training will be offered to them prior to its implementation for review purposes as per art 40. of the collective agreement. CPC understood this, but the training is owned by Centennial College, so they do not have access to it. CUPW will discuss this with LR. CPC will send the courses outlines in English and in French.

CUPW questioned if there is an exam at the end of the training. CPC responded that they don't know but upon completion of these 6 modules, Centennial College may issue a final certification. Currently, there is no Provincial requirement for license for EV training for a mechanic. When the license will become mandatory, Centennial College will have CPC employees' records of training and be able to issue it to CPC employees who have completed the training.

6. Peak season readiness: CPC presented the peak rental requirement projection by region for 2023. To date, 402 less rentals are expected on the busiest rental day than last year. This is mainly attributable to the addition of new vehicles in our fleet. CPC has already started discussion with rental suppliers in August to ensure availability and do not foresee any rental problems to date.

CUPW asked whether the rental vehicles would have protection between the driver's seat and the rear cargo area. CPC confirmed that if they can rent a vehicle with such protection, they will. If not, CPC will redistribute the communication on how to load the car properly.

CUPW asked if a safety net for rental vehicles could be developed. CPC will check with the Innovation team what exists and what could be considered. CPC proposed to recognize this risk and to review the vehicle loading process. CUPW emphasized that they rely on driver safety legislation to prevent projectile flying. They asked CPC to be more proactive in this regard, knowing that this issue is raised every year for the peak period.

CPC then presented the equipment readiness as well as the shop & depot equipment and supplies, describing the different checks to be completed by October 15th and the various supplies that need to be ordered to ensure the trucks are ready for peak season.

7. Tires: CPC presented the Tire program, the field process manual, the winter tire compliance requirements for vehicles, and how LJHSCs should measure tread depth tire to ensure tires are safe for winter. CUPW asked what happens if an LJHSC measures a tread depth tire lower than it should be. CPC answered that they currently have tires in stock and can therefore carry out a tire change if required.

CPC stated that all vehicles light vehicles, less than 4500 Kg, are equipped with All Weather Tires bearing the mountain and snowflake symbol. CUPW asked if these tires are used across the country. CPC confirmed they

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are.

For heavy vehicles, greater than 4500 Kg, CPC has two options LT RIB Steer Tires or LT Traction Drive Tires.

CPC introduced the Plunger type tread depth gauge, how it works, how to measure tread depth, how to read a tire tread gauge, and what is considered a safe, good or minimum tread depth in thirty-two seconds of an inch, most commonly measure for tread depth used in Canada. The shallowest tread depth should be considered the actual tread depth for safe driving in wet conditions.

CUPW asked if every LJHSC will receive this gauge. CPC mentioned that they intend to add the gauge to the catalogue for ordering and will issue a communication on how to use it. CPC suggested making a video explaining how to measure tread depth correctly. CUPW requested that the communication include the limit at which the tire must be changed.

CPC indicated that the communication will be included in the winter preparation kit for LJHSC, including details on how to order, use and read the gauge. LJHSC members will be able to organize themselves to measure tires before winter and report any defects.

CUPW asked about the certification of the plunger type tread depth gauge and the manufacturer. CPC answered that they have preferred vendors and will buy from them.

CUPW proposed that LJHSC ask the mechanic, if there is one on site, to double check the tread depth if necessary. CPC agreed with this approach, as LJHSC members are not tire specialist, and the mechanic will be able to complete and submit the Driver Vehicle Defect Report (DVDR) for new tires, in accordance with the required standard process.

Action items:

- Tiller arm: CPC to send summary including specifications, design and improvement.
- CPC to send French translation of the deck.
- C-250: CPC to send photos of modification.
- VTS vs fold-tray: CPC to send the job aids.
- VTS vs fold-tray: CPC to check wording on left door opening to load LFTs on road and amend it if needed.
- EV step vans: CPC to send the date of delivery of Freightliner MT50e in Moncton.
- EV training: CPC will send the course outlines.
- Peak season readiness: CPC to check with Innovation lab if a protection can be developed for rental vehicles.
- Tires: CPC to add tire plunger gauge to catalogue and prepare instructions for LJHSC.

5. Snow Clearance - Update

Presenter(s): Mike Sinnott / Terry Kelly

Presentation: 05 - NJHSC August 2023 Snow report – bilingual

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).

Real Estate (Mike Sinnott): CPC indicated that the Snow planning process has already started in August and expects to

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snow plans to be completed by the end of October. JLL representatives are going to all sites and meeting with Operations to prepare and improve the snow plan based on the issues encountered in previous years, such as improper use of salt and sand, snow piles against building, missing of shovels and scoops, wrong lock keys, snow piles requested to be removed too late (16 load of snow in a site in Prairies), and lack of proper equipment (in BC mainly). Every detail of the snow plan is reviewed and agreed with JLL and Operations who must sign-off the snow plan as per the standard process. JLL relies on their contractors in each region to perform the duties required under the contract. All requests for issues should be raised through JLL's call centers.

CPC reminded that the contract states that there is no snow removal in the parking lot unless there is 5 cm or more of snow accumulation. CPC acknowledged that snow plans are improving every year unless there is change of staff. Clean sweeping is an important part of the snow plan to coordinate moving corporate vehicles and clearance. CPC reminded that owners are responsible for snow removal for leased sites.

CPC mentioned that an initiative was implemented last year in BC to advise of snowstorm in advance. The alert is issued in the morning by JLL to their contractors.

CUPW asked if this alert message will be deployed across Canada. CPC responded that they would like to see it. They are in discussion with JLL who has not confirmed yet.

CUPW requested to receive the PowerPoint presentation in English and in French. CPC will send them.

Street furniture (Terry Kelly):

CPC presented the recap on 2022-2023 winter with milder conditions that brought major accumulations in some provinces (BC, Manitoba and Atlantic). When heavy equipment was required, CPC reduced delays by providing pre-approval funding so that SNC contractors no longer need to contact CPC to send front-end loaders. CPC also confirmed that no major changes with SNC contractors occurred last year.

CPC mentioned that preparation for winter 2023-2024 has begun and is meeting with SNC on a weekly basis throughout the year. CPC also reviewed the list of CMB sites and added the new sites. Approximately 500 to 600 new sites are added each year.

CPC also mentioned that no new changes to contractors have yet been identified for this season and that additional funding for remote areas has been requested to increase operational efficiency. Some remote areas (such as northern Quebec outside of Montreal) have already requested funding.

With regards to communication, when major storms occur, a PSA notifying customers of delivery delays allows contractors more time to clear snow and make CMB sites safer for CPC's employees and the general public.

CUPW asked if all contractors should go out to clear snow when there is 5 cm of snow. CPC clarified that the 5 cm indicated in the SNC contract is a KPI and not a guideline. CPC expects all locations to be always cleaned and accessible by delivery agents and the public.

CUPW asked how sand is deployed on site to make it safe in case of freezing rain. CPC explained that whenever contractors need to clear snow, they need to deposit an extra salt and sand mixture. When there is an ice storm, the contractors must go out and put this mixture. When they have taken a number of photos in the Forward Sortation Area (FSA), the system considers them to be outside and doing their job.

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CUPW raised a situation that happened last year in the Laurentians where the CMB sites were not sufficiently cleaned. The contractor responded that this is all they can do with the blade of their truck. CPC confirmed that the contractor's response is not acceptable. The contractor must exit the truck to remove the remaining snow with a shovel.

CPC will ensure this is addressed to SNC and local management. CPC invited CUPW to report any similar situations they are aware of.

Action items:

- CPC to send PowerPoint presentations for Real estate.
- CPC to address the situation in the Laurentians.

6. Winter readiness Campaign

Presenter(s): Amel Ben Hadj Salem / Virginie Tremblay

Presentation: 06 - NJHSC-Snowflake boots_August_CUPW

During the HPP injury data review at the February NJHSC, CPC and the Committee agreed to refresh communication on the Snowflake-rated boot program for Peak 2023. Since the snowflake boots program is in place for 7-8 years and is voluntary, CPC wanted to improve communication to encourage employees to purchase snowflake-rated boots.

Discussion:

CUPW asked if statistics show that wearing snowflake-rated boots reduces Slip, Trip and Fall (STF) injuries. CPC confirmed that they have statistics on CUPW employees who benefited the reimbursement last year. For these employees, 99% did not suffer a STF injury during the winter. CPC will share the statistics with CUPW.

CPC is looking to enhance the communication and will be sending a postcard at home instead of the letter sent in previous years. The postcard will focus on STF injury reduction and not on the retailers themselves. It will contain a QR code to access videos to learn more about the Toronto Institute (KITE) and the Canada Post snowflake-rated boots program.

CUPW asked if the postcard is ready and asked to review it before sending it to employees. CPC responded that it is not yet and will send it in both languages.

CPC highlighted that another enhancement they want to implement is to add clarification on reimbursement and the eligibility process by opening reimbursement to all employees working outdoors, whether they are represented by a union or not. CPC clarified that the message is consistent with the Functional Policy.

CUPW asked how much the discount will be. CPC responded that the discount is 20% at Marks or Sport Check on specific models. If employees prefer to purchase another model that is not affected by the 20% discount or from another supplier, they will be eligible for a \$40 CAD refund from CPC.

CUPW raised concerns that not all workers can get these boots because of their high price compared to the required slip-resistant footwear. CUPW also raised that some supervisors require delivering agents to wear snowflake-rated boots. CUPW wants to prevent abusive conversations with supervisors.

CPC expects a constructive conversation with LJHSC happens. CUPW believed that shoes with acceptable treads must be acceptable.

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CUPW asked if specific models of snowflake-rated boots have been identified. CPC confirmed that the Kite Institute has tested and published a list of 23 pages of models.

CUPW asked if a certain length at the ankle is required. CPC answered that there is no requirement for ankle length. It should simply be to recommend snowflake-rated boots.

CPC presented the campaign timeline in three phases, with phase 1 being the Team Leader awareness, phase 2 being the prep communication, handouts and reference material, and the final phase is the communication to employees scheduled for the week of October 9th.

With respect to anti-slip devices (cleats) that provide an additional level of safety in certain winter situations (ice), CPC presented the three anti-slip device models offered within Canada Post, through the Uniform Program or available in Ariba, and quantities of each model purchased in the last two years. The two first cleats presented are those offered to CUPW employees, the third one being reserved for APOC.

CPC received feedback from employees to introduce a new model for winter 2024, the IceTrax, following a local initiative conducted last winter in Winnipeg. 140 delivery agents participated in this local initiative, resulting in 100% positive feedback.

CUPW expressed concern about this initiative as they have a process with national wear tester. CUPW requested that this kind of local initiative be notified to them and consulted nationally.

CPC responded that they are not aware in advance of these local initiatives. CPC referred to art 34, table 4, note 5 of the Collective agreement stating that "the need for and type of anti-slip devices for employees in Group 2 are to be determined through local consultation and purchases are to be made from local funds".

CUPW opposed art 33.05 c) of the Collective agreement stating that "An employee must use or wear the equipment, devices or protective clothing which is placed at his or her disposal by the Corporation or for which he or she has been paid compensation".

CUPW will ask the Uniform Committee to review and validate the 100% score survey. To do this, CUPW requested to receive the survey and feedback received from each participant in Winnipeg. CPC will send the information.

CUPW asked if there was a local consultation. CPC replied that the Collective agreement requires local consultation but did not know if it took place. CPC will investigate and come back.

Finally, for the seasonal campaign, CPC has refreshed the 2023 content that will be sent to LJHSCs, including the winter readiness presentation, the toolkit, and the winter readiness checklist. The tire gauge will be added, as discussed in the Fleet update.

Action items:

- CPC to share STF statistics for CUPW employees with snowflake-rated boots.
- CPC to send the postcard when ready in both languages.
- CPC to send survey and feedback from Winnipeg initiative on IceTrax.
- CPC to check if a local consultation took place.

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- CPC to add tire gauge to LJHSC seasonal campaign.

7. Wellness Session

Presenter(s): Leah Lewis

This is a follow-up to a concern that was raised in Ontario region when Homewood was asked to provide a wellness session following a retail customer conflict.

Homewood offers a catalogue of wellness sessions that CPC can use as needed. The concern raised out of Ontario region and echoed at the NJHSC discussion is that some of these sessions may be considered HS training. CPC waited for the contract with EAFP to be signed before introducing the discussion with the NJHSC to ensure that the suppliers and the catalogue remain unchanged.

CPC would like to review the catalogue with CUPW to agree on which courses should be reviewed in further detail given they could be considered Health and Safety training. CPC provided hard copies of the catalogue during the meeting and will also send the electronic versions.

Discussion:

CPC reviewed the 47 courses available in the catalogue and identified five that may be considered to be H&S training (three are traditional H&S and two could be considered Psychological H&S). CPC asked CUPW to review the course descriptions and if they agree with the five courses, CPC will request that the content of those courses be shared for review.

CUPW asked who will take these courses. CPC explained that they are organized locally; they can be requested by supervisors, LJHSCs or HRBPs who can ask for them based on the needs of the team. When offered, participation is not mandatory. It should be noted that some of these courses may incur additional costs, so an approval must be obtained in advance.

CUPW asked if this is online training. CPC responded that some are online, and some are in person. Of the five pre-selected courses, three are online and two are in person. If CUPW is interested to learn more about any of the other sessions, CPC can request additional information to Homewood.

CUPW will provide their feedback on whether they agree that these are the ones to focus on.

CUPW asked if the employees who will take the training will be covered and replaced on the job as the courses are not mandatory. CPC confirmed they will be.

CUPW asked what the trigger is and who will decide if there will be funding for a paid course that employees are interested in. CPC will come back to CUPW with the information.

CUPW asked if supervisors will receive instruction to ensure there will be no consequences for workers who do not want to participate in the course.

CPC clarified that this catalogue has been available since Homewood has been a CPC partner, 2017.

CUPW asked CPC to submit this topic for national consultation as courses are not mandatory. CUPW expects employees

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to be released from their duties to take the training and to know how they will be compensated. National consultation will be necessary to clarify the process and to have written details.

CUPW asked who will be facilitating the sessions, CPC confirmed that the sessions are being delivered by Homewood facilitators.

Action items:

- CPC to send electronic version of the catalogue.
- CUPW to confirm whether there are any courses in addition to the five identified by CPC for review.
- CPC will request from Homewood and share the course material for those the committee agrees appear to be Health and Safety training
- CPC to provide information on the process for paid courses.
- CPC to bring the topic to National Consultation

8. STF simulator project

Presenter(s): Nadia Afara

Presentation: 12 -Slip Simulator Pilot Update_Sept 7

CPC provided an update of Slip Simulator Pilot, an experiential learning activity to reduce and prevent Slips, Trips and Fall (STF) injuries. The Slip Simulator is a mobile unit that visited 25 sites during the 2022 pilot, where STF awareness campaigns took place, and several employees were trained. A controlled study has shown a 70% reduction in STF injuries for participants undergoing the harness training and a 30% reduction for employees observing the training.

Discussion:

CPC mentioned that 100% of respondents rated the overall experience as excellent or good. In total, CPC received 208 survey responses from 874 participants, of which 86 respondents were CUPW employees.

CPC noted that based on their injury data analysis they see indications that the pilot has had a positive impact in reducing STF injuries at sites where the training took place. CPC compared the average of STF lost time injuries per site post training and before training for CUPW. In most cases, there is a significant reduction in injuries with an overall reduction of 52%. This 52% reduction combined with the 100% positive feedback is very promising for future nationwide trainings.

CPC shared their anticipated timeline for the launch in Q2 2024 and mentioned that their next steps are to continue validating effectiveness of the training and working on a business case for a nationwide implementation. To date, CPC is at the first gate and is looking at different solutions for national implementation such as fixed and mobile units. CPC clarified that being at gate 1 means there is no funding yet.

CPC asked CUPW how they see themselves involved in this project going forward. CUPW answered that they are surprised by the results and asked if CPC knows the number of APOC and management attendees. CPC responded that there were 874 attendees in total, including 549 CUPW members, so the rest were APOC or management.

CUPW acknowledged that the advice provided by the trainer during the simulation was effective and useful, but the simulation itself covered only a small portion of the situations that LCs could face. CUPW believed that it was the advice provided that helped reduce injuries rather than the physical simulation. CPC explained that the physical simulation is what helps build the muscle memory to ensure that they remember the techniques when needed. CUPW also expressed

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concern on how employees will be able to apply the techniques when they are faced with black ice or are suddenly on a slippery surface that they did not anticipate. CPC explained that the techniques taught during the course should be applied in all conditions and not just when there is ice. If employees always apply the techniques when walking, they are less likely to fall if faced with an unexpected situation if their necks are straight, shoulders up, and their feet are flat.

CUPW asked to compare the numbers provided in the presentation with those included in the CrossTab report. CPC confirmed that they can review the data breakdown with CUPW in a dedicated meeting but cannot share due to privacy.

For CUPW, not all these reductions can be attributed to the STF simulator. CUPW reserves the right to comment on this.

On the other hand, the Committee aimed to clarify that the national CUPW position is not to prohibit employees from attending the simulation. This does not reflect the discussion that took place at the NJHSC when the project was presented last year. CUPW's position remains unchanged, and they do not recommend that their members try the simulator by getting into the harness because of the risks involved. However, their members can attend the simulation on a voluntary basis as observers and thus learn from the experience simply by looking as long as they are covered for their job.

CUPW asked if it would then be mandatory for someone to come and watch. CPC responded that nothing has been decided yet and expects to collaborate with CUPW.

CUPW highlighted that most major injuries occur during the first five years of a LC career. The simulator could therefore be a solution for the letter carrier school. CUPW expects the simulator to be more representative of a letter carrier's day-to-day work and not just when letter carriers are on the ice. CPC reminded CUPW that the training included holding parcels, carrying satchels and various other obstacles such as curbs and ramps.

CPC is willing to work with CUPW on the trailer, scenario, and training. CPC reiterated that they will not force employees into the harness.

CUPW believes there are many tools to reduce injuries daily. They recognized the overall concept of employee awareness but are not convinced that this is the reason why injuries were reduced.

CPC emphasized that the data looks promising. Individual improvements were observed in those who completed the training.

CUPW will re-issue the bulletin with details on the communication and make it clear that the simulator is a CPC initiative. They will discuss how they can word their bulletin so that it is less likely for the local committees to interpret their message as "there will be consequences if you participate" as some did during the pilot.

They will also share the numbers from the presentation with their members and provide feedback on the numbers.

Action items:

- CPC to book meeting with CUPW to review the data.

9. LJHSC training pilot

Presenter(s): Nadia Afara/Darcy Angus

As discussed in the opening remarks, CPC confirmed that they will organize a French session of the pilot. They have

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already contacted the provider to secure date.

CPC and CUPW agreed to use 2023 fundings of the Appendix DD for join training. CPC will prepare the letter to be signed by the co-chairs of the NJHSC as they did for fundings 2022.

CUPW raised concerns about the confirmation they had received regarding their travel expenses being paid by CPC. Recently, they were asked to book their own travel.

CPC apologized for the situation. CPC explained the usual process for LJHSC training expenses and do not have the ability to pay for a non-active CPC employee. Therefore, they cannot book travel for CUPW members under the travel policy.

CUPW therefore expects travel expenses to be paid through Appendix DD. CUPW believes that since the pilot is part of the training process, travel expenses should be included in Appendix DD and approved by the NJHSC.

CPC will verify with Finance what costs can be charged under Appendix DD.

CUPW asked when the answer about disbursements and expenses can be expected. CPC does not know and will provide the answer as soon as they have it.

Regarding the timeline, CPC mentioned that the pilot will take place on September 26th, 27th and 28th. Then there will be the French session in the fall, and in January, the first trainer train sessions will take place. Shortly after, the training will be offered to LJHSCs.

CUPW asked where the French session will be offered. CPC responded that it will be in Montreal.

CUPW will check with their regional members for the names of the participants who do not speak English and for someone who could attend the English session instead of the member who does not speak English.

Action items:

- CPC to prepare the letter to be signed by the co-chairs of the NJHSC to use 2023 fundings of Appendix DD.
- CPC to confirm what expenses can be charged under Appendix DD.

10. Albert Jackson follow-ups

Presenter(s): Catherine Bernard

This is a follow-up of the various issues raised by the LJHSC of Albert Jackson and escalated to the Regional then National level for resolution.

Discussion:

- Dock CTU (Certified to use): This issue is related to the CTU process that was conducted at Albert Jackson. Both LJHSC and RJHSC consider that all doors should have been inspected and certified to use.

CPC explained that at the beginning of every project, a Lead Functional Authority is assigned to each type of equipment, meaning that typically a risk assessment is conducted one dock at a time. However, in Albert Jackson there are 156 doors distributed on 3 sides. Given that the docks are a standard piece of equipment, have the same design and are in close proximity, it was jointly decided with the Lead Functional Authority, each Functional Approver, and the Directors of each

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Functional Authority (H&S, Equipment Engineering, Process Engineering and Real Estate), to group docks together for the RA and conduct a single risk assessment by dock area. There were therefore 3 completed risk assessments in total. This approach is not uncommon where the RA is about the work center and how equipment coexists in it.

For the High dock validation, the contractors completed the checklist for each dock individually, as per process. This information and supporting documents were shared with the LJHSC, who acknowledged as well that they had seen the contractors confirm each dock. This checklist is a contractual agreement, and contractors have a legal liability when they sign-off. On top of that, there is the CSA stamp sealed by the certified electrician who verified every door.

Therefore, the CTUS were indeed completed for all docks. CPC will resend the email they sent to the local CUPW explaining how the Dock CTU was conducted at Albert Jackson. CUPW requested to also receive the standard CTU process. CPC will send it.

CPC provided clarifications on additional items that may be misunderstood based on LJHSC discussions, and wish to level-set:

- the technical survey: when there is a new facility, Equipment Process Engineering conducts a technical survey to maintain their database on high docks. This is the same technical survey that was done by JLL during the 2019 Dock Life Safety campaign for high-docks, and CPC clarified that this document is not part of the CTU, rather an added layer of review.

- CPC acknowledged that there were issues with the docks when they were first launched. Most high-dock validations by the contractor were conducted prior to opening the plant and prior to establishing the LJHSC. Due to the delay in opening the facility there was a six-month gap before completing CTU, six months during which the site was not under CPC ownership where the contractors used the docks. When the first problem arose after CPC took possession, CPC proceeded with a full PM and re-inspected all doors. To date, these are normal operational problems.

CUPW asked who does the CTU checks. CPC answered that CTU has 13 different checks, each of them having a functionality and they are signed-off by the different Functional Authorities. The Functional Authority are usually CPC Engineers and CPC Safety leads.

CUPW asked what exactly the safety concern raised by the LJHSC is as they were advised that some doors are not functioning properly and should have been individually checked through a CTU issued for each door. CUPW National has stepped in to ensure that CUPW members on site are all confident that everything is safe.

CPC confirmed that the high dock validation was done for each door. The CTU is now passed for each door and if there is an issue, it should be flagged by the red tag according to the standard process.

- Maintenance Jam Clearing tool: A reaching tool is commonly used by Maintenance to unjam mail items in the chutes, away from any mechanical motion. The LJHSC and the RJHSC do not want to approve this tool if it has not been consulted and approved by the NJHSC.

CPC mentioned that the team followed the appropriate review process and conducted a local risk assessment jointly with LJHSC and Maintenance, as per established process in place.

CUPW asked to receive the report of the process and the tests that were conducted. CPC responded that this is part of the risk assessment.

CUPW clarified that they agreed with the reaching tool used at ISPS as it is a small not heavy tool, while the one used at

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Albert Jackson is larger and looks too heavy. CPC answered that this is a lightweight tool and supports its usage based on the risk assessment completed at the local level.

CUPW inquired about the weight of the tool is when it is fully open and how much pressure it has on the elbow and shoulder. CPC will provide the specifications of the device. CUPW indicated that a video showing the use of the tool could be helpful. CPC will assess if possible to incorporate such in future deployments.

CUPW asked what the feedback from the maintenance team using this tool is. CPC responded that the team participated in the risk assessment and tested the prototype. They are satisfied with the proposed solution, but it has not yet been used due to the escalation by local CUPW.

CUPW offered to try the reaching tool as they will be in Toronto soon for another project. CPC agreed to collaborate and assist the LJHSC but do not want to set a precedent that all who need a reaching tool must consult the NJHSC for validation.

CUPW came to a consensus to receive weight specifications in different situations (non-extended, partially extended and fully extended tool) and add this information in the job aid. A survey to the people who will be using the tool, including a pain question, could be conducted if the tool becomes a national piece of equipment. CPC will assess if possible to incorporate such in future deployments.

The Committee emphasized that each location that needs to use a clearing tool, even the one used at ISPS and evaluated by the NJHSC, must conduct a local risk assessment.

- **MMHE battery cable incident:** CPC explained that as part of a pre-trip inspection, the MMHE hood has to be opened to verify cables and connectors. However, during a pre-trip inspection, the lid was closed on the cables that were not in their bracket, which compressed them, progressively degraded them and eventually sparked the fire. The fire was not caused by the equipment itself, but by the misuse by an individual following a pre-use inspection. CPC addressed the issue by sharing photos of what happened, making reminders, and clarifying how to do a pre-trip inspection. The cables were compressed for a period of time to cause the fire, which would have caused visible damages, meaning that no pre-trip inspection on the battery component had been conducted for a while.

CPC proposed that the next time a significant incident where CUPW has questions, CUPW could send an email to get more information, without necessarily raise the issue at NJHSC to save time.

CPC noted that other items from Albert Jackson have been escalated to RJHSC. CPC would like to confirm with the Committee how these items should be handled if they are escalated to the NJHSC.

CUPW mentioned that any discussion and decision made by the NJHSC, even if it takes place via email, is formal.

The Committee agreed that both parties must take all reasonable steps and work collaboratively to find a solution locally, as per the mandate and process already in place, before escalation to the NJHSC.

Action items:

- CPC to the email explaining how the Dock CTU was conducted at Albert Jackson and the standard CTU process.

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- CPC to send weight specifications of the reaching tool and add this information in the job aid.

11. AGVs

Presenter(s): Catherine Bernard

This item is a follow-up of the special meeting held on August 15th to review the chronology of events that occurred with the AGVs, present the changes made to the AGVs, review the action plan for safely putting the AGVs back into use and answer the questions of CUPW.

Discussion:

CUPW has verified with their lawyers that ANSI B56.5-2019 is the standard regulation that applies to AGVs. Their legal department has confirmed that this is the right regulation. However, CUPW remains concerned that AGVs circulate around employees and the zone that is not detected between the AGV forks when backing up.

CPC responded that this is why they will be painting in orange the restricted areas and walkways over which the AGV would back-up. Mandatory pedestrian safety training will also be amended to reflect AGVs. CPC is also considering implementing an awareness campaign.

CUPW is looking with their legal department on how pedestrian training should be extended for people who do not work in the Plant (such as contractors and visitors). CPC confirmed that they are working on tools for these visitors and contractors.

CUPW inquired if there is any update on the deadline and timeline. CPC responded that orange painting will start for hazardous zones. However, nothing will restart until all points of the action plan are closed.

CUPW asked if there is a plan to deploy AGVs across the country. CPC members of the Committee do not have this information.

12. Terms of reference

Presenter(s): Committee Members

This item is a follow-up of the April 2023 NJHSC where the committee discussed the Terms of reference (TOR), which are reviewed every two years. The TOR are designed to show the implications of the LJHSCs on work as an effective workplace committee. CPC emailed the proposed amendments to the TOR on August 3rd, 2023.

Discussion:

CUPW reviewed the proposed changes and believes they will change the spirit of the TOR between CPC and CUPW. Some texts in the TOR are part of the CUPW Collective agreement, so the proposed modifications will violate the collective agreement. CUPW did not accept the changes and will send a formal letter to CPC explaining their position and rationale.

CPC inquired what changes CUPW disagreed with. CUPW provided the example of Art 33.03 on LJHSC. CUPW maintained their position that nothing prevents CPC from creating new committees with other unions.

CUPW asked whether CPC would intend regrouping existing committees into one committee per facility. They gave the example of Leo-Blanchette where there are currently three committees for CUPW employees (one LJHSC for letter

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carriers, one for maintenance and one for parcels) and one committee for PSAC.

CPC answered that they do not intend to destroy existing committees. CPC believes that there should be one committee representing all employees under CPC's responsibility, independent of their unions, to comply with the Labour Code. Creating multiple LJHSCs in a same site is not the best approach.

CPC asked CUPW if they have any suggestions for the TOR.

CUPW responded that they will respect the collective agreement which itself respects the Labour Code. They stated that the mandate must also respect the rules of their constitution.

CPC raised the situation that is happening in Hamilton where the LJHSC does not want to discuss concerns other than those affecting CUPW members or inspect parts of the facility where CUPW employees do not work. The Labour Code provides for the obligation to represent all employees, which is why CPC has proposed changes to the mandate.

CUPW will review the situation in Hamilton internally.

CUPW suggested holding a separate meeting to review and determine what changes can be made. CUPW indicated that it is not their obligation to work with other unions, it is CPC's.

CPC reminded that this is the year of the mandate review. They asked CUPW to take the time to review it and come back with comments.

13. MMHE 36-month refresher training

Presenter(s): Virginie Tremblay

Presentation: 10-MMHE Refresher_2023 update

CPC provided an update on MMHE refresher training that takes place every 36 months. This program, which was founded in 2017, was subject of a national policy grievance and CPC has therefore reviewed its approach for reinforcement.

Discussion:

CPC mentioned that the objective is to replace the 2-hour refresher e-learning with a 30-minute online test with questions and assessment based on random scenarios. If the participant fails (80% or less), a tailored refresher training will be offered that focuses on the topics the person failed on. CPC is considering moving to question format in mid-September as they do not want to disrupt the training cycle.

CPC indicated that they are working on the questions and will share them with the NJHSC once they will be finalized.

CUPW asked if the questions have been already shared with CUPW members who worked on the grievance. CPC confirmed.

CUPW highlighted that if the person fails the assessment, they do not lose the licence. The CUPW trainer will verify the answers and determine what tailored training will be given to the individual. CPC confirmed that this is how it will happen.

Action points:

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- CPC to share the questions of the test.

14. Photo confirmation delivery project

Presenter(s): Committee Members

CUPW have been informed that the roll out of the photo confirmation delivery project has begun in certain the first week of September. This project was presented to National consultation and their minutes dated July 26, 2023, state that the training material had already been shared with NJHSC, which is not the case.

CUPW requested the functionalities and safety component be described to them. CUPW raised concerns about the static position, not clearly expressed in the job aid, while manipulating the PDT to take the photo. CUPW considers that there is a H&S aspect to this project due to surrounding when taking pictures.

CPC suggested to schedule a meeting with the project team very quickly.

Action point:

- CPC to schedule a meeting with CUPW and the project team.

15. Driver Abstract

Presenter(s): Cassandra MacKinnon

CUPW raised concerns about the confidentiality of sending driving records to the new provider that specializes in checking driving records.

Discussion:

CPC explained that they have done a due diligence on the overall process, with a particular focus on confidentiality and privacy. They worked with the legal team, the privacy team and Innovapost to review the scope and information that the selected third-party will work on.

CUPW queried if driver abstracts will be requested at the workplace. CPC responded that the third-party will request it on their behalf. Drivers will only need to provide their driving license and the third-party company will obtain and verify the record.

CUPW asked to clarify if a commercial vehicle driver's record means employees who drive the 5 tons and/or delivery agents. CPC confirmed that these are the employees who drive the 5 tons and for whom the regulations require an annual review. For letter carriers, this is simply a check that they have their driver's license on them.

CUPW asked what happen if drivers do not want to provide their driver's license. CPC explained that drivers can go to the regional office on their own time to request their own driving record which they will need to send to the third party for verification. In letters to drivers, there is an authorization that drivers must give to authorize the third party to apply for them.

CUPW required including a wording in the letter explaining that if drivers refuse to provide their authorizations, they are willing to provide themselves their driver's abstract.

CUPW mentioned that for checks done by CPC Driver Safety Specialists who request for a driver's license during road audits, they will advise their members that they do not have to provide it. Legally, the only person with authority to apply

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for a driving license on the road is the police.

CPC answered that if the employees do not feel comfortable, they can raise the issue with their supervisors. To the extent that supervisors can verify that delivery agents have their license on them, this is sufficient.

CUPW asked if they could obtain the letter that will be sent to the drivers. CPC will provide it.

Action item:

- CPC to send the letter for the drivers to CUPW.

16. Dog Horn

Presenter(s): Debbie Beckner

This is a follow-up to the Dog Horn pilot project that was discussed at previous NJHSC. This pilot was conducted in nine locations across the country and CPC has begun to receive feedback from testing sites.

Discussion:

CPC mentioned that overall, they received positive feedback. It seems that the dog horn is effective. One of the sites had to use the horn more than 3 times and this was extremely successful in deterring the dog and keeping him at bay.

Unfortunately, some sites received larger horns instead of the smaller ones originally planned. These large horns are the size of the ones used in a boat. As a result, their comments were related to size as they would have liked a small horn with case, which CPC has now included in the order catalogue.

CPC expects more feedback from other sites for the next NJHSC. To date, only five out of nine sites have responded. Other positive comments were received about the fact that the dog horn does not have an expiration date, which makes it easier for the factors that therefore do not have to check this. Some people asked if the horn could be kept in the truck during the night. CPC confirmed that similar to the dog spray, this is not possible as it may expand or freeze.

CUPW asked how the feedback was collected and how they can access to it. CPC explained the Team Leader collected the letter carriers' comments and emailed them to the project team. There was no formal survey.

CUPW asked if they can access these emails. They are quite surprised that there was no survey and asks why this was not done as part of this project.

CPC explained that this is mainly due to sites that have already used dog horns and the limited summer season. CPC mentioned that it is possible that the four missing sites will complete a survey.

CUPW questioned if for sites that have already provided feedback there is a way to contact them to use the small horn and complete the survey. CPC confirmed that this will be difficult. Two sites that really like the dog horn have already ordered the small ones available in the catalog.

CUPW asked to receive the feedback as their members will be asking questions. They believe that a supervisor's email will not be accepted by their members as evidence.

CPC proposed to assemble the questions sent to supervisors into a questionnaire.

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CPC also clarified that one of the other positive feedback received is that delivery agents do not have to worry about the wind direction, which will avoid incidents similar to those that have occurred in the past with dog repellent.

CUPW indicated that they have received a request from delivery agents for a retractable clamp to keep the dog spray on their satchels for easy access when needed. CPC will investigate what might work.

Action items:

- CPC to draft the survey and send it to CUPW.

17. Protex Safety Prevention AI pilot

Presenter(s): Virginie Tremblay

Presentation: 08-Protex Proactive Safety Prevention monitoring pilot

CPC introduced the Protex Proactive Security Prevention Monitoring pilot project. This pilot project is to be conducted at Leo Blanchette MPP in Montreal over a 12-month period. It consists of establishing ongoing safety audits on life safety activities. It will help identify where the hazardous areas are in the facility and therefore, assist the LJHSC bring them into compliance. CPC delayed the launch of the pilot, originally planned for September, to discuss with all impacted unions.

Discussion:

CPC indicated that the project is based on artificial intelligence software. There are no costs associated with its implementation as it falls under CPC's agreement with Telus. It's about leveraging the existing video CCTV infrastructure. It's also not about increasing the number of cameras.

The project will be carried out in collaboration with the LJHSC to identify and focus risk areas, quantify the success rate to improve compliance and develop prevention awareness materials. The local Process Engineering team and authorized administrators will have access to dashboards to quantify the risks, define trends based on data and statistics to reshape the layout of the work center for high-risk areas, and to target safety awareness campaigns.

With respect to privacy and image, CPC indicated that the software encrypts the videos at the source, either with a black box, or with a blurred view, so that people cannot be identified. CPC's objective is to use the black box to cover employees, but within the limits of this system and what the LJHSC wants to review, CPC will assess the use of blurred view.

CPC also clarified that videos will not be accessible. If images need to be viewed, then the video will only be accessible through the existing S&I application process.

In terms of timeline, CPC wants to finalize the review with the NJHSCs and the next steps will be to connect with Local and Regional teams to work with them and identify which areas of concerns based on the WHPP. CPC will come back at the NJHSC to present the project outcomes.

CUPW heard the explanations from CPC. They are concerned about discipline and reserve their rights to this project. They are also concerned about privacy, as even with the black box to hide the employees, CPC will be able to determine who operated based on time, area and other signs. For them, it is the same issue as with telematics, it will be used against their members for discipline. If this project is used this way, CUPW does not agree.

CPC responded that this project is intended to provide a live dashboard for potential hazard areas. This is why the process engineering team will provide the data on recurrent basis to the LJHSC to create an action plan.

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CUPW asked if there will be a target score. CPC responded that they would let LJHSC decide what is successful.

CUPW queried how LJHSC will determine the area at risk. CPC responded that the goal is to see if in an area where there is a lot of activity, the LJHSC can assess the risk and determine what action to take to resolve the issue based on the data provided by the dashboard.

For CUPW, it is not the responsibility of the LJHSC to monitor members and identify and report an infraction when they notice one. It is not the role of a LJHSC to review the videos and confirm that there is an infraction caused by an employee or they will lose their credibility.

CPC indicated that if there is a risk at the local level, it is up to LJHSC to address it. They reiterated that LJHSC will not be asked to review the videos; they will only see the dashboard.

18. High Visibility T-shirt

Presenter(s): Virginie Tremblay

Presentation: 09-high visibility tshirt_august update_CUPW

This item is a follow-up to the topic on high visibility T-shirts for plant employees that was presented at the April 2023 NJHSC.

Discussion:

The T-shirts were distributed in May-June and have been in use for a few months now. CPC wants to formalize the survey and decide on next steps.

CPC has already received feedback that can be classified into three categories: colour options for different types of employees, women sizing and opening to all PO4 in C&D.

CPC presented the six survey questions they had considered.

CUPW queried if there will be more T-shirts available in the future. CPC responded in the affirmative as the ones that were distributed were only for testing. Following the survey and feedback, CPC will assess next steps.

CUPW asked when the survey will be sent out. CPC wanted to agree with the questions first. Once the questions will be accepted, CPC will issue the survey.

CUPW suggested adding a question on the quantity available per person for rotation.

CUPW agreed on the questions proposed by CPC. CPC will prepare the survey and will send it to CUPW.

Action items:

- CPC to finalize the survey and send it to CUPW.

19. Yellow Lanyard project

Presenter(s): Committee Members

This follows the exchange of emails that took place on the project for new keychain. A first test with 26 inches keychains was carried out in 2022 on 136 participants. Following this test, it was decided to carry out a second one with 36 inches keychains. 35 employees were selected from 136 participants in the first test.

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Discussion:

CPC mentioned that the survey on the longer lanyards was sent out by the uniform committee, but the response rate is very low. Only 3 employees out of 35 selected testers responded.

CUPW asked where the test was conducted. CPC mentioned that it was sent to different locations and emailed the list.

CUPW asked if the 3 employees who responded like the long lanyard. CPC will ask.

CUPW will be reaching out to their members to ask for feedback from the testers.

Action items:

- CPC to get the feedback of the three answers.

20. Appendix DD

Presenter(s): Committee Members

As discussed in item 9. LJHSC training of this NJHSC, CUPW asked to sign the letter for the use of the 2023 funds from Annex DD for joint training. CPC will send it for signature. They also requested a statement of all expenses incurred on a regular basis. CPC will send this report.

CUPW requested that all travel expenses related to this study and training be reimbursed to union members who are not active employees as per Part 2, Number 2 of Appendix DD. Based on the collective agreement, the union considers that the expenses must be approved by the NJHSC and not by other departments. CPC will verify this is feasible.

CUPW also requested that all Appendix DD training, not just the LJHSC training, be resumed and delivered in the workplace as before COVID-19. CUPW maintained that if for some reason CPC trainers want to attend the training that is supposed to be delivered jointly by CUPW and CPC, they can attend as observers as the union still agrees.

CPC responded that the entire training content, consisting of 6 modules, needs to be reviewed and updated before the training can be offered.

CUPW does not agree with this approach. Following the resumption of in-person training, CPC maintained its decision not to resume the 6-module training on the basis that CUPW did not allow supervisors to attend as a trainer or observer. CUPW answered this question earlier. This training cannot be interrupted due to the update. The information in the training is always accurate with respect to health and safety. Just because LJHSC training was outdated does not mean that it was not available to employees. Throughout the training review process for new LJHSC members, current training has continued. CUPW expects this to be the case for all 6 modules. So, if employees do not take the training while waiting for the update, it will add to the backlog of the workers to be trained.

CPC reiterated that this topic has already been discussed in previous meetings and noted that once the LJHSC training update is complete, they plan to review the Appendix DD training modules through the same sub-committee that reviewed the LJHSC training. Knowing that there are six modules to review, CPC estimates they can do so within 18 months including a pilot for each module.

CUPW will assess their options. They reserve their rights because they believe their members are not adequately trained.

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Action items:

- CPC to send the letter for signature.
- CPC to send the report on the expenses on regular basis.
- CPC to verify if travel expenses can be included in Appendix DD funding.

21. Walk lane risk assessment

Presenter(s): Committee Members

CUPW raised a situation that occurred in Vancouver, a type A plant, where there was a change in the application of plant safety rules to VES workers. Management decided that plant safety rules, i.e. the wearing safety shoes, the wearing of a safety vest, tie hair up and jewelry covered, have become applicable and mandatory. CUPW reminded that since 2013, VES rooms are exempted from the plant safety rules.

The issue has been escalated as management and LJHSC do not agree to conduct a risk assessment. CPC inquired as to why the RJHSC did not discuss and resolve this item.

CPC explained that, based on the information they received, the VES room is exempt from the plant safety rules but there is only one walk lane to the VES room, and this is where the rules apply.

CUPW asked why this walk lane was exempt before and why it changed in June. CPC responded that it is for accommodation. They will ask for more details.

CUPW considers the LJHSC to be a joint committee, therefore if CUPW members request a risk assessment, it must be completed. If there is a particular reason for the application of PPE in this area, the union asks to know it by indicating for example how many incidents involved the MMHE in this aisle. CPC will contact the local management.

The NJHSC jointly recommends proceeding with the risk assessment to document the situation and solve the issue. Once the risk assessment is completed, the NJHSC can agree on the results if no local solution is found.

Action items:

- CPC to reach out the local management to get more information on accommodation.
- CPC to contact the local management to know if there is a particular reason of rules application.

22. Signs vs CPC directives and consequences

Presenter(s): Committee Members

CUPW raised some confusion about no trespassing sign on customer property. Some delivery agents have been told by their supervisors that they must enter the property anyway. CUPW asked what the corporation's position is on this as it is a safety issue.

CPC responded that Delivery Agents must follow the signs and start with the internal resolution process, i.e., inform the supervisor who will need to contact the customer to clarify expectations for mail delivery. If there are impediments to delivery on the road, the same process should apply.

CUPW gave another example of a situation where there is a no vehicle stop sign in front of a CMB in Gatineau near a school. CUPW will send the photo.

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CPC will review the process with the relevant team to clarify current process and references for route design and escalation. Nevertheless, CPC encouraged to follow the internal resolution process.

Action items:

- CPC to review the process for no parking sign.

23. Dog Spray clip

Presenter(s): Committee Members

This item was discussed in item 16. Dog Horn.

24. Open items

Presenter(s): Committee Members

1. Canadian Tire MOA: CUPW mentioned that the Canadian Tire MOA was not respected in Montreal. The MOA stated that the LJHSC should be consulted. The LJHSC is composed of 2 CUPW members but only one was consulted. The other issue was that the MOA was not respected for payment.
2. Suspicious package in LaChute: An employee handled a suspicious package from which powder was released. The package was handed over to the supervisor to put in a bag and powder was also released from the package. CUPW felt that the 1605.21 CMS procedure was not followed. CUPW recommended that a training on the process be offered at this facility.

CPC asked if there is a LJHSC or a Health and Safety Representative on this site as they want to understand why this is being discussed at the NJHSC as the process has been approved and formatted in an SMS.

CUPW explained that the situation was escalated because the employee was offered special leave if she did not report the incident as a workplace injury. CUPW noted that this is now common practice across the country, even though CPC says it is not. If this workplace injury had not been reported, it would never have been logged. This skews the data for statistical purposes.

CPC will contact the local team. Employees who require medical attention must receive medical attention, and always will. With respect to the allegation that the employee was offered not to report the incident and was offered the special leave, CPC will investigate.

3. Neighbourhood Mail in St-Jean, Montreal: CUPW raised a health & safety concern regarding volume and excessive weight, mainly due to flyers, which LCs in St-Jean have to carry in their LC satchels on routes. As St-Jean is part of Montreal area but St-Jean being the only depot with foot walk routes, LCs must therefore work with the same workload and same weight, as other LCs in Montreal who are on motorized routes. One of the solutions proposed by management is to use relay boxes to store the flyers. This implies that LCs have to return to their relay boxes several times so their walking distance is extended, which increases the risk of injuries. The local union asked for an action plan, but the response was "nothing was put in place". One of the supervisors tried to give more days to deliver the yellow phone books, but then indicated that it had been refused by managers at the head office.

CUPW believes that a solution must be found, either by adding relay boxes every 25 doors or by turning these

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routes into motorized routes. They recall that a similar situation occurred a few months ago and that they appreciated the work done by management to resolve it. CPC to understand that this has an impact on health due to the heavy load between each POC.

CPC will review the situation and understand that an action plan needs to be presented for these specific situations.

4. SIIR report: CUPW raised concerns about a situation that happened with the new HOIR presented in February, where no LJHSC signature was required, and no copy were provided. When the HOIR was presented to them, CUPW clearly expressed that the form must be signed by all parties and copies must be provided to each of them.

CPC confirmed that a copy is still to be provided to the LJHSC or H&S representatives. Nothing has changed in this process. It must be a misunderstanding.

With respect to the signature, CPC acknowledged that it is not necessary to sign the form to submit to ESDC.

With respect to the form itself, Section 9 relates to the LJHSC or Health and Safety Representatives who are required to attest that they have reviewed and had an opportunity to comment on the information provided in the HOIR. In the form, there is also a footnote that Copy 1 is for ESDC, Copy 2 is for the LJHSC or Health and Safety Representative and Copy 3 is for the employer.

CUPW asked from where this information came from. CPC confirmed this is ESDC information on lab 1058. CPC explained that they used a different form in the past but received a request from ESDC to use the nationally agreed form. CPC will set-up the demo of the platform.

CUPW provided information on the issue raised in the Prairies. CPC will check what they see in the log to compare the form.

CUPW is concerned that if this form is no longer signed by the LJHSC, the union will no longer be informed of the investigations that are taking place or that changes will be made to the document afterwards. They maintain that copies should be provided to the LJHSC.

CPC reiterated that a signature is required locally although no signature is required to submit the copy to ESDC.

5. Cardboard monoteners SO-96 Gatineau: CUPW mentioned that the issue that has already been raised regarding some loose loads that are not properly attached to pallet is still not resolved. CPC will contact the local team.

Action items:

- CPC to investigate on allegation about special leave offered to the employee.
- CPC to review the situation in St-Jean for heavy load.
- CPC to set-up meeting for MyCareConnect demo.
- CPC to verify what information they see in the incident log.

25. Closed/Outstanding topics of previous NJHSC

Presenter(s): Committee Members

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The list below includes the recommended closed items and the outstanding ones:

Recommended Closed items:

Remote Assist Pilot (HoloLens)
Trailer situation in PG
National virtual conference
Tires
Snow clearance update
MMHE cable incident
MMHE 36-month refresher training
Driver abstract

List of Outstanding items:

Delivery Carts
Terms of Reference
LJHSC training on psychological health and safety (WSPS)
Appendix DD
Maintenance Update
Incident Management System (IMS) replacement
Emergency Management Template Update
Ride Safe Enablement on PDT and Fall Detection Functionality Enablement on PDT
Dog Horn
Menstrual Products Pilot
AGVs
FSV Cargo lamp
EV mechanic trainer
EV transit concerns
C-250 loading
RSMC Amber Light Testing
Satellite communication
Notification on jabber
Bone Conduction Headphones
LSV Pilot
ESDC/AVC Assignment
Tiller arm
Winter Readiness Campaign
Wellness session
STF Simulator
Dock CTU
Photo confirmation delivery project
Dog Horn
Protex Safety Prevention AI pilot
HV T-shirt
Lanyard

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Meetings Held in 2023:

February 23 (X)	April 27 (X)	July 6 (X)	September 7 and September 20 (X)	November 9 ()
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