

**Medicine Hat Cross - Functional Health & Safety Committee**

June 15, 2023



## Agenda:

Call to Order  
Review minutes of previous meeting/errors/omissions  
Safety Briefing  
Attendance/Confirm Quorum  
Introduction of Guests  
Motion to accept previous minutes  
Local Stats  
Safety Performance/Incident Review  
Safety Framework Activity Review  
SOFA/Planned Peer Observation Review  
Review E-Testing discussing results  
Workplace/Customer Inspection Review  
Safety Hazard Report Review  
Risk Assessments Review  
Work Refusals  
Taxi Exception Reports  
Old Business  
New Business  
Escalated items  
Confirm minutes and closing comments

**Meeting Called to Order by:** Chris Gingras 9:08 am

**Quorum:** A quorum of a committee consists of the majority of members, at least half of which are employee members and at least one of which is an employer member.

**New Errors / Omissions Last Month's Minutes:** Nil

**Motion to Accept Minutes as Submitted/Amended:** Jason Ross

## **Committee Members:**

Name:                      Email:                      Phone                      Department:                      Committee                      # of                      H&S                      Present  
Number:                      Position:                      Meetings:                      Trained:                      at  
Meeting:

Name:	Email:	Phone Number:	Department:	Committee Position:	# of Meetings:	H&S Trained:	Present at Meeting:
Chris Gingras	chris_gingras@cpr.ca	250-272-6319	Mgr, T&E	Co-Chair	6	Yes	Yes
Ashley Reid	ashley_reid@cpr.ca	250-814-3979	Mgr, T&E	Member	0	Yes	No
Patrick Nahmiash	patrick_nahmiash@cpr.ca	403-458-1825	T&E Engrs	Co-chair	6	Yes	Yes
Darren Burzminski	darren_burzminski@cpr.ca	403-548-1212	T&E, Engrs	Member	1	Yes	No
Colin Sehn	colin_sehn@cpr.ca	403-866-1306	Mgr, T&E	Alternate	4	Yes	Yes
Evan Deadlock	evan_deadlock@cpr.ca	403-548-5587	Mgr, T&E	Alternate	3	Yes	No
Ryan Marshall	ryantcrc@icloud.com	403-580-6552	T&E, Engrs	Alternate	3	Yes	No
Liam Smith	liamtcr@icloud.com	403-581-0755	T&E, Trnm	Alternate	2	Yes	Yes
David Getz	david_getz@outlook.com	403-529-7724	T&E, Cndrs	Alternate	0	Yes	No
Jason E Ross	jasone_ross@cpr.ca	403-581-0752	Mechanical Union	Member	5	Yes	Yes
Miles Heit	miles_heit@cpr.ca	403-548-4970	Eng. Track Structure	Member	4	Yes	Yes

Geoff Tedrick	geoff_tedrick@cpr.ca	306-313-8244	Mgr, Eng. Track Structure	Alternate	0	Yes	No
Daniel Villeneuve	daniel_villeneuve@cpr.ca	705-698-4330	Mgr, S&C	Member	4	Yes	No
Clive Gray	clive_gray@cpr.ca	403-304-2141	S&C Tech	Member	5	Yes	Yes
Colton Moquin Brooks Sub	Colton_moquin@cpr.ca	306-713-3714	Mgr, Eng Track / Structure	Member	0	Yes	No
Willie Davis Maple Creek Sub	willie_davis@cpr.ca	403-866-9955	Mgr, Eng Track / Structure	Member	3	Yes	No
Kory Hill	kory_hill@cpr.ca	403-329-7794	Mechanical Mgr	Member	2	Yes	Yes
Jody Barron	jody_barron@cpr.ca		Eng. Track Structure	Alternate	0	Yes	No
Nick Lepard Brooks Sub	nick_lepard@cpr.ca		Eng. Track Structure	Member	2	Yes	No
Vicki Martin	vicki_martin@cpr.ca	403-528-5000	Other	Secretary	6	Yes	Yes

**Guests:** Constable Jason Van Mulligan, FPC Zachary Hartley

## Employees & Geographical Region WHSC Represents:

Craft Employees Represented      Subdivision Miles Represented:      Numbers Represented:  
 Department      WHSC member:      (Include subdivision name and mileage range)      Employees      Buildings

<b>T&amp;E, Engrs / Cndrs</b>	Patrick Nahmiash / Darren Burzminski	Medicine Hat Yard, Brooks and Maple Creek Sub - the number is the total for Engineers and Conductors	254	2
<b>Mech, Car</b>	Jason E Ross	Medicine Hat	2	1
<b>Eng, Track Structure</b>	Miles Heit, Nick Lepard	Medicine Hat, Maple Creek Sub, Brooks Sub	26	6
<b>Eng, S&amp;C</b>	Daniel Villeneuve	Brooks, Maple Creek	14	4

	T&E		Engineering		Mech.-Car	
	2023	2022	2023	2022	2023	2022
<b>FRA Reportable Injuries</b>	2	4	0	2	0	0
<b>Non FRA Reportable Injuries</b>	0	5	0	2	0	0
<b>FRA Train Accidents</b>	0	0	1	1	0	0
<b>Non FRA Train Accidents</b>	1	2	1	3	0	0
<b>Rule Violations</b>	2	5	0	2	0	0
<b>Motor Vehicle Accidents</b>	0	0	0	0	0	0

Date of Last Local Incidents	T&E	Engineering	Mech.-Car
<b>Number of Days Since:</b>	Date (Days)	Date (Days)	Date (Days)
<b>Personal Injury</b>	8-Mar-23 (99)	31-Oct-22 (227)	01-Jan-17 (2356)
<b>Train Accident</b>	07-Jan-23 (159)	8-Jun-23 (7)	05-Jul-22 (345)
<b>Rules Violation</b>	13-Jan-23 (153)	24-Apr-21 (782)	01-Jan-17 (2356)
<b>Motor Vehicle Accident</b>	12-Jan-19 (1615)	29-Mar-21 (808)	07-Aug-19 (1408)

## Previous Month's Last Incident / Injury Causes:

### Personal Injuries:

Date: FRA Reviewed: Description:

			Nil
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### Train Accidents:

Date: FRA Reviewed: Description:

8-Jun-23	Yes	Yes	<p>IM 1001911619 Derailment – Brooks Sub (ES)</p> <p>At ~14:35 on June 8, 2023 train 100-07 was proceeding eastward at Crowfoot on the Brooks Subdivision when it went into emergency. Upon inspection it was found that 14 cars had derailed. FTO was operating the train proceeding at 51 mph when the emergency application occurred.</p> <p>Immediate Action: OC notified; Escalated to VP &amp; AVP; T&amp;E, Engineering &amp; Mechanical all responded; Event Recorder Downloads obtained and reviewed; Incident Reports filled out.</p> <p>Preliminary Cause: Broken Rail</p>
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### Rules Violations:

Date: Reviewed: Description:

		Nil
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### Motor Vehicle Accidents:

Date: Reviewed: Description:

		Nil
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## Safety Framework Activities Completed Last Month:

Status:	Date:	Department:	Description (include description, action taken by who and when to be completed by):
Closed	May 18	T&E	Patrick Nahmiash and Ryan Marshall participated in committee work; safety meeting, sub committees for washer and dryer, and site inspection east and west parking lots in Medicine Hat.
Closed	May 20	T&E	Patrick Nahmiash and Ryan Marshall participated in committee work; Critical task phase 1 new hires, review FERP Alyth bunkhouse.
Closed	May 25	T&E	David Getz, Patrick Nahmiash and Ryan Marshall participated in committee work; site inspections and completion of H&S training.
Closed	May 26	T&E	Patrick Nahmiash and Ryan Marshall participated in committee work; Critical task phase 2 new hires.
Closed	June 13	T&E	Patrick Nahmiash and Liam Smith participated in committee work; site inspections, pre meeting review of minutes
Closed	June 14	T&E	Patrick Nahmiash and Liam Smith participated in committee work; site inspections

## SOFA / Planned Peer Observations:

Status: Date: Department: Employees Observed Total Observed At-risk Observed Description (include description, action taken by who and when to be completed by):

						Nil
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## E-Testing (AB South):

Status	Department	Tests Performed	Failed E-tests	Description
Completed	T&E	<b>CRT26.3</b> 391 tests  <b>CRTPOINT</b> 310 tests	<b>CRT26.3</b> 5 non-compliances 1.28% fail rate  <b>CRTPOINT</b> 3 non-compliances 0.97% fail rate	<b>1. Switches and Point and Observe (CRT26.3 and CRTPOINT)</b> <ul style="list-style-type: none"> <li>- Employees check the switch points prior to and after operating a switch</li> <li>- Employee must replace the keeper or lock after operating a switch</li> <li>- Employees must use both hands to line a switch</li> <li>- Employees must not kick or use excessive force to operate a switch handle</li> <li>- Employees must communicate to the engineer that the points have been checked, the switch is locked and lined for the intended route</li> </ul>
Completed	T&E	<b>CR121</b> 136 tests  <b>CRT123.2</b> 276 tests	<b>CR121</b> 12 non-compliances 8.82% fail rate  <b>CR123.2</b> 6 non-compliances 2.17% fail rate	<b>2. RADIO POSITIVE IDENTIFICATION AND RADIO COMMUNICATION-DISTANCE, DIRECTION, REPEAT (CR121 AND CR123.2)</b> <ul style="list-style-type: none"> <li>- Ensure that positive identification is established between employees. Where employees fail to properly address the position, employee or movement, properly identify themselves, fail to end initial radio communication with work "OVER" or fails to end the final transmission with the word "OUT"</li> <li>- Ensure that crews are using the radio to control a switching movement uses proper identification, direction in relation to the front of the controlling locomotive and a distance to travel.  When employees fail to use proper initial radio identification, specify direction and distance to travel, repeat instructions of 2 cars or greater or stop at once if no further communication is received when the movement has travelled one-half the distance required by the last instruction</li> <li>- Radios and communication is our first lifeline to safe working behaviors.</li> </ul>
Completed	T&E	<b>CRT14R</b> 107 tests	<b>CRT14R</b> 15 non-compliances 14.02% fail rate	<b>3. RELEASING HAND BRAKES (CRT14R)</b> <ul style="list-style-type: none"> <li>- There have been far too many instances in 2023 where trains are stopped for inspection and there is applied handbrakes found on cars recently lifted by crews in AB South.</li> <li>- Handbrakes have the ability to provide far more brake shoe force than the air brakes: therefore to avoid damage to the wheels, hand brakes must be FULLY RELEASED before moving equipment.</li> <li>- Ensure that all appropriate safety rules are complied with and reinforced when employees are releasing hand brakes.</li> <li>- Employees must fully release all hand brakes prior to moving equipment, ensure that</li> </ul>

				<p>employees are releasing hand brakes fully by validating that the bell crank has dropped and that the vertical rod and chain are slack.</p> <ul style="list-style-type: none"> <li>- Employees must check back 2 cars beyond the last handbrake found and communicate to other employees working with them.</li> </ul>
Completed	T&E	<p><b>CRT11M</b> 133 tests</p> <p><b>CRT11S</b> 74 tests</p>	<p><b>CRT11M</b> 15 non-compliance 11.28% fail rate</p> <p><b>CRT11S</b> 6 non-compliances 8.11% fail rate</p>	<p><b>4. ENTRAINING AND DETRAINING EQUIPMENT (CRT11M / CRT11S)</b></p> <ul style="list-style-type: none"> <li>- We have had 2 FRA injuries this year already on getting off equipment. One may have been jumping off a car account it derailed account snow and ice buildup however there are 2 employees that are not going Homesafe the same they arrived and that will not be tolerated.</li> <li>- Ensure that employee uses 3 points of contact at all times with a firm grip on safety appliances (steps, ladders, railings, or handrails) when entraining or detrainning stationary equipment</li> <li>- Ensure employee does not entrain/detrain stationary equipment when movement is not clear of switch stands, bridge approaches, retaining walls, restricted/close clearances, debris and other fixed objects</li> <li>- Ensure employee faces the locomotive and uses both hands when entraining or detrainning from a locomotive stairwell</li> <li>- Do not jump from any piece of equipment or structure to ground level or onto another adjacent equipment or structure except in an Emergency situation</li> <li>- Employee does not communicate intent to entrain/detrain moving equipment to the locomotive engineer</li> <li>- Locomotive engineer doesn't ensure the movement is reduced to a walking speed (4MPH or less) or acknowledge the employees intent to entrain/detrain moving equipment</li> <li>- Employee entrains/detrains moving equipment without the full use of both hands or maintain 3 points of contact</li> <li>- Employee uses the wrong foot while entraining/detraining moving equipment</li> <li>- Employee doesn't communicate to the locomotive engineer once they have safely entrained/detrained moving equipment</li> </ul>

## Workplace Inspections:

Status:            Date:            Department:            Classification: (include description, action taken by who and when to be completed by):

Open	14-Jun-23	T&E	Class B	Antelope Back track – rail in detraining / entraining / walking path is a tripping hazard.
Closed	13-Jun-23	T&E	Class B	<p>Medicine Hat station</p> <ol style="list-style-type: none"> <li>1. East end emergency lighting B/O. Repair lighting. Forward to B&amp;B / Facilities. <b>June 14, repaired as per Terry Maser.</b></li> <li>2. Vagrant paraphernalia / bedding left on CPKC bench. Provide fencing around station perimeter. Forward to Scott Welling.</li> </ol> <p>Timeline: July 13, 2023 Pictures have been provided. <b>Update June 15, moved to action plan from harassment survey.</b></p>
Closed	24-May-23	T&E	Class C	<p>Medicine Hat yard</p> <ol style="list-style-type: none"> <li>1. Brooms &amp; Shovels missing broken. Replace broken and missing brooms and shovels. <b>Only need brooms for now. Broom holders have been ordered. Need specific areas for broom holders. Send to James Henton, Colton Moquin.</b></li> <li>2. East x-over switch from track 1 to 2 cannot reverse switch. Adjust/oil switch. <b>Switch adjusted and oiled.</b></li> <li>3. Old Imperial track-garbage / metal pile / debris all in detraining walking path. Needs to be cleaned up. <b>Debris and metal pile has been completed.</b></li> </ol> <p>All above items are due by June 15 and forward to Lucas Harding. Pictures have been forward.</p>
Closed	18-May-23	T&E	Class B	<p>Medicine Hat yard</p> <p><b><u>East Parking Lot</u></b></p> <ol style="list-style-type: none"> <li>1. Garbage, gravel, broken auto glass. Need to have cleaned up. Sent to Lucas Harding.</li> <li>2. Security Signage weathered cannot read. Update signage &amp; reposition security signs to face street side. Sent to Scott Welling.</li> <li>3. Weeds are tripping hazard. Need to be removed or sprayed. Sent to Lucas Harding.</li> </ol> <p>All above items are due by June 15. Pictures have been forward.</p> <p><b><u>West Parking Lot</u></b></p> <ol style="list-style-type: none"> <li>1. Security signage too small. Enlarge security signage. Sent to Scott Welling.</li> <li>2. Garbage can lid is open. Locks and chains broken. Sent to Scott Welling.</li> </ol> <p>All above items are due by June 15. Pictures have been forward.</p> <p><b><u>West Parking Lot</u></b></p> <ol style="list-style-type: none"> <li>1. No security fence. Install fence along street side to keep trespassers and vagrants away. Sent to Scott Welling.</li> <li>2. No security lighting. Install lighting. Sent to Scott Welling.</li> </ol> <p>All above items are due by July 13. Pictures have been forward.</p> <p><b>Update (May 26):</b> email from James Henton. "The South half of the East parking lot and has been swept, but due to multiple vehicles that were still parked there, that delayed our start date to yesterday (25<sup>th</sup> May 2023).</p>

				We are planning to sweep the North half of the east parking lot on Tuesday (30 <sup>th</sup> May 2023), and if vehicles are still located on that half of the parking lot, we will plan accordingly until all vehicles are moved from the area. We will also remove the weeds along that fence line. I'll work to get someone to move the barricades back into place today."
Closed	17-May-23	T&E	Class B	Tompkins – Debris in entraining / detraining path. Debris has been taken care of.
Closed	17-May-23	T&E	Class B	Cardell - Debris in entraining / detraining path. Debris has been taken care of.
Closed	16-May-23	T&E	Class B	Walsh back track – weeds need to be sprayed and cut. Weeds have been taken care of.
Open	29-Mar-23	T&E	Class B	<p>Alyth Bunkhouse</p> <ol style="list-style-type: none"> <li>Emergency evacuation plan. Alarm expired in plan. Update yearly. Person responsible: Facilities/B&amp;B Reply: Please provide more details regarding this request. Need confirmation of process for required monthly checks, lighting and fire extinguishers.</li> </ol> <p><b>Update:</b> All emergency lighting was replaced and stickers have been put in place. There is a plan put into place to have the monthly checks done monthly by B&amp;B and/or Facilities. Local H&amp;S members are to check the fire extinguishers. Timeline: June 8, 2023.</p> <p><b>Update (May 20):</b> Review of Emergency Evacuation plan (email sent) outstanding items: Not all pages are numbered.</p> <ul style="list-style-type: none"> <li>- First item circled in green, need updated / current alarm inspection. Fire alarm inspections are required yearly.</li> <li>- Second item circled in green, page 5 of 10 - is Benjamin Mackay still employed with CPKC?</li> <li>- Third item underlined in green, when will training be provided for occupants so they may be the building coordinator as required?</li> <li>- Fourth item circled in green, training is required for occupants to act as building coordinator.</li> <li>- Fifth item circled in green, page 9 of 8, occupants may not act building coordinator without training.</li> <li>- Sixth item circled in green, page 5 of 7, no fire extinguisher instruction classes are provided.</li> <li>- Seventh item circled in green, page 3 of 5, responsibility may not be placed on individuals that have no training to perform this requirement and places all occupants at risk.</li> <li>- Eighth item underlined in green, page 4 of 5, no on-line training has been provided.</li> </ul>

## Customer / Industry Inspections:

Status:	Date:	Department:	Classification:	Description
Closed	14-Jun-23	T&E	Nil	Antelope SWT – good clean site.



## Safety Hazard / Unsafe Condition Reports:

Status:      Date:                      Department:                      Description  
 Classification: (include description, action taken by who and when to be completed by):

Closed	29-May-23 Entered 30- May-23	T&E	Class C	<p>SHR 70000005585 Medicine Hat notification I booked Yellow on Call and@ 7:30 and then spoke with manager on duty C Sehn 8:30 and am filing this report After working only 2 trips booking 23:59 after each trip After my rest was up on the 29/2023 at 12:27 I fully expected to go to work between the hours of 12:27 onward checking the lineup I then realized My turn would present at 2000 / I then judged my rest accordingly and slept in preparation of this , in the afternoon approx. 1600 after intermitted sleep I checked the lineup again my turn showed for 2200 , approx. 30 minutes later I called CMC and the system now showed me arbitrarily on rest till 6:00 am mandatory . I contacted crew dispatch who informed me to contact my manager on duty which I did Cory Smith. He explained the new rest rules to me that they could place additional rest at any time adding 18 hours to my original rest ( now would be 42hours off ) so going forward now from 1800 after sorting and understanding that I would be off till 6:00 am now . I attempted to sleep in preparation of this and could not fall asleep till 0200 am on the 30th I was called at 7:30 am for 9:30 am on duty 5.5 hours fitting within the Yellow range of the fatigue management system. Arriving at work I informed my Manager Colin Sehn that I had booked yellow and would monitor my condition in case it escalated to red. At May 30th 2023 @8:45 after arriving to work. We discussed different strategies to help complete my tour, coffee, etc. I did bring coffee as per the fatigue management guide, so hopefully after this tour I will be able to get some rest at the away from home terminal, being well caffeinated. Better notification to employee if extended rest is to be placed. How about at the end of your last tie-up so that I could prepare accordingly.</p> <p><b>Reply: This is not a SHR, employee reported fatigued and used the provisions to monitor their conditions and utilized strategies as per the fatigue management.</b></p>
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## Risk Assessments Completed:

Status:      Date:                      Department:                      Description  
 (include description, action taken by who and when to be completed by):

			Nil
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## Work Refusals / Right to Challenge:

Status:      Date:                      Department:                      Description  
 (include description, action taken by who and when to be completed by):

			Nil
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## Taxi Exception Reports:

Status:      Date:                      Department:                      Description  
 (include description, action taken by who and when to be completed by):

			Nil
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## Old Business Review:

Item Number:      Item Origin: Old Business      Description:      Responsible Person(s):      Status:      Due Date:

1 13-Apr-23	From 127.1 joint investigation	<p>Washer and dryer access for T&amp;E employees.</p> <p><b>Update May 16: Email sent April 13 (no reply to date); issue,</b></p> <ul style="list-style-type: none"> <li>- Security for the S&amp;C equipment.</li> <li>- Access for T&amp;E to the S&amp;C building.</li> <li>- Having the machines accessible in other than the men's locker room.</li> <li>- Access to men and women washrooms.</li> </ul> <p>If I forgot any please add. Possible solution;</p> <ul style="list-style-type: none"> <li>- Lock all doors except for men's and women's washroom.</li> <li>- Add swipe access to main entry door for T&amp;E employees.</li> <li>- Hallcon chemicals to be relocated.</li> </ul> <p>Update: There will be no access for T&amp;E employees to the S&amp;C building as per Bob Tully. We will develop a plan to use the washer and dryer at the Mechanical building. Chris Gingras will require on what PPE is needed to go over there.</p> <p>June 13: Poster was made with parameters and need to be approved – attached. <b>Posters posted throughout station.</b></p>	Pat Nahmiash Jason Ross Colin Sehn	Closed	<del>11-May-23</del> <del>8-Jun-23</del> 13-Jul-23
2	Committee member	<p>Medicine Hat station - Eaves trough leaks every winter and causes icy / tripping hazard – patch jobs have unsuccessfully been attempted, evidence is the recurring hazard.</p> <p>Update: Scott Welling will have B&amp;B take a look at all the eaves trough.</p> <p><b>Update: Contractor was here to assess.</b></p>	Chris Gingras - Facilities	Open	10-Aug-23
3	Committee member	<p>Maple Creek Subdivision time table 19.2.</p> <p>-Bellcot, Dunmore and Larkhall, switch names required for crossovers and switches names as previously provided in module 19.1 footnotes.</p> <p>-Signals 869 and 868 are missing.</p> <p><b>Update: Keith Hopper has updates on the signals and will update for next module. Daniel Villeneuve will be providing switch numbers to Keith Hopper for locations.</b></p>	Chris Gingras	Open	<del>19-Jun-23</del> 7-Sept-23
4	Committee member	<p>Fire Extinguishers - No training is being provided.</p> <p><i>On Board Trains Occupational Health and Safety Regulations Instructions and Training</i></p> <p><i>13.9 Every employee shall be instructed and trained in</i></p> <p><i>(b) the location, use and operation of fire extinguishers and emergency equipment provided by the employer.</i></p> <p><b>Update June 13: This is being provided to all new hires. There are records shown since</b></p>	Chris Gingras and Patrick Nahmiash	Open	<del>8-Jun-23</del> 13-Jul-23

		<p>1979 but not prior to 1996. Patrick Nahmiash will validate with Transport Canada.</p> <p><b>Update June 13:</b> Part 2 of CLC 125 (q) provide, in the prescribed manner, each employee with the information, instruction, <b>training</b> and supervision necessary to ensure their health and safety at work:</p> <p><b>IPG 937-1-IPG-038 attached</b></p> <p><b>Update:</b> Message will be sent to the training group to see if it can be coordinated with RQ.</p>			
5	Committee member	<p>Duty and Rest Period Rules for Railway Operating Employees, May 25, 2023 implementation – No information/ guidance has been provided for Part A, B, and C that are in effect May 25, 2023.</p> <p>Part B;</p> <ul style="list-style-type: none"> <li>- 4 c. providing scheduled employees with their schedule in accordance with this Rule; switchers schedules are as indicated, 0800 and 1800. <b>closed</b></li> <li>- 4 d. providing employees with the training required under this Rule; no training to date as required by May 25, 2023.</li> <li>- 4 f. are employees required to record time data or is a system in place? When will training be provided? <b>Update: CMC will be tracking hours as per system bulletin dated: May 17, 2023. Closed.</b></li> </ul> <p>Part C;</p> <ul style="list-style-type: none"> <li>- 7 d. when will a controlled napping protocol be released?</li> <li>- 7 e. when will a task rotation protocol be released?</li> </ul> <p>Administrative duties; Will cessation by management of contacting members occur on May 25 or is a system in place to record and add time towards duty periods and to cumulate towards the reset break?</p> <p>No information / training on how to record time towards duty periods and towards the reset break in regards to union time, health and safety, online training (27.02 collective agreement), and minimum standards classes.</p> <p>9. Maximum cumulative duty period time. Are subdivision run times plus a turn away from home [Maple Creek sub 24 hours (7hrs each direction plus a turn), Brooks sub 27.5 hours (8.5hrs + 9hrs plus turn)] used for the determining to not exceeding the 60 hours in any consecutive 7 days. How will each individual be advised they are on the reset break?</p>	Chris Gingras	Open	25-May-23 13-Jul-23

		<p>If a duty period consist of 4 hours, will the employee have 8 hours remaining (if fatigue status is green) to start and complete another duty period for a total of 12 hours in a 24 hour day, then be required to use a minimum rest period depending on location (8.1 or 8.2)? <b>Yes. Closed.</b></p> <p>Reset break notification will be provided to each individual at the completion of the duty period preceding the reset break?</p> <p>Further, 12 questions were sent on March 29 and April 13, 2023 to start the process – no clarification to date as required.</p> <p><b>Update June 13:</b> DRPR Application document is not being adhered with. In specific the reset break page 29 section 10 - minimum time free from work, in part reads; The DRPR include provisions that provide a balance between work assignments and necessary periods away from work. Providing a reset break that is scheduled and at home provides employees with the ability to plan their time away from work, to balance work and personal responsibilities, and is supported by fatigue science. CMC 007-23 contravenes the DRPR, states in part, "This rest will normally be updated prior to 18:00 on the 2nd night of the 'undisturbed period', however the Company reserves the right to extend this period up to 2200 on a case by case basis if required."</p>			
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## New Business Review:

Item Number:    Item Origin:                      Business Description:                                      Responsible                                      Status:                      Due Date:

1	Committee member	<p>With summer here units are still being parked beside the ES/Mech office on the West end of the building.</p> <p>As touched on before these units cycling charge and air make briefings and communication difficult with the single pane windows.</p> <p>New to the summer months, the AC unit has begun pulling in exhaust from some of the less clean burning units.</p> <p>Please insure that they are parked, at a minimum, east of the wooden double doors on the ES/Mech building.</p> <p><b>Update:</b> Medicine Hat ATM make sure they are parked at the east and west end of the building.</p>	Chris Gingras	Closed	13-Jul-23
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	<p>Requirements in 4.7, Operating employees use of leaves is a requirement.          To be reviewed between GM and co-chairs for escalation to policy committee?          Update: A meeting will be done with Adam Smith during the week of December 12 with Pat Nahmiash.  <b>Update January 5:</b> Adam cancelled meeting, rescheduled for Jan 3-6. Restructuring at GM level, meeting did not happen.          Contraventions of:  <b>Canada Labour Code</b>  <b>122.1</b> The purpose of this Part is to prevent accidents, occurrences of harassment and violence and physical or psychological injuries and illnesses arising out of, linked with or occurring in the course of employment to which this Part applies.  <b>Specific duties of employer</b>  <b>125 (v)</b> adopt and implement prescribed safety codes and safety standards;  <b>(z)</b> ensure that employees who have supervisory or managerial responsibilities are adequately trained in health and safety and are informed of the responsibilities they have under this Part where they act on behalf of their employer;  <b>Corporate Safety Policy</b>          Meet or exceed all applicable safety laws and regulations          Provide the leadership, training, tools and resources needed to maintain a safe work environment          Maintain and continuously improve our safety culture, processes, technologies and management systems          Empower all employees to perform their work safely and to participate in safety processes.          Update Jan 12: Chris Gingras to arrange meeting with John Bell and Patrick Nahmiash. Meeting to be scheduled for January 20.  <u>Recommendation:</u>          T&amp;E availability standard needs to be revised to meet the leaves identified in the Canada Labour Code and approved by the Policy Committee. No Canada Labour Code contraventions may be present.          Current contraventions part 2 of the Canada Labour Code;</p>			
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	<p>122.1 The purpose of this Part is to prevent accidents, occurrences of harassment and violence and physical or psychological injuries and illnesses arising out of, linked with or occurring in the course of employment to which this Part applies.</p> <p>125 (1) (v) adopt and implement prescribed safety codes and safety standards; - Psychological health and safety in the workplace, National Standard of Canada. The updates need to include provisions for The Fatigue Management Plan. 13 f.</p> <p>(i) measures to ensure that employees are protected from adverse actions that would discourage reporting, consistent with the railway company's safety management system Process for Reporting Contraventions and Safety Hazards.</p> <p>The February 2021 response states the expectation for Medicine Hat employee's attendance. Assed discipline from February 2021 to date should be reviewed by co-chairs, GM and labour policy committee co-chair. If determination that the Code was contravened, discipline to be expunged.</p> <p><b>Update February 6:</b> No response to GM meeting date or Jan 6 email. Escalation to GM as per escalation policy.</p> <p><b>Update (Feb 9):</b> This will be escalated to the GM. Pat Nahmiash will send to GM John Bell.</p> <p><b>Update March 6:</b> <i>First of all, I apologize for the response being over the 15 day response period. However, I would ask that you review my response and if you would like to discuss later this week or early next week I will make myself available. Either way, if we cannot find a resolution between you and I, this will still proceed as you requested to the Policy Committee.</i></p> <p><i>Reviewing the documentation provided, the concern that you raised is a matter of reporting unfit for duty and the resulting potential for disciplinary action. The TE Availability Standard is being cited as being in contravention to the Canada Labour Code, by not allowing employees to use leaves provided by regulation and</i></p>			
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		<p><i>provisions referenced by policy committee. The Workplace Health and Safety Committee is not the correct forum to determine if the discipline assessed to the employees in the examples provided was assessed correctly. These cases can be raised through the grievance process. A dispute about whether a policy is unlawful is also a matter that the Union would have to advance via the grievance process.</i></p> <p><i>Regarding the Fatigue Management Plan, developed pursuant to the Duty and Rest Period Rules for Operating Employees (2020) (DRPR), the DRPR allows for CP's attendance management policy to be used in conjunction with the Fatigue Management Plan: In Part D of the DRPR, Section 13.1(d) states:</i></p> <p><i>"13.1 Taking into consideration the requirements prescribed in Part B and C of these Rules, the FMP shall include or reference a process to:</i></p> <p><i>d. report by employees that they are not fit for duty prior to a duty period that takes into account attendance management;"</i></p> <p><i>There is also nothing in the DRPR that prohibits any absence from being reviewed.</i></p> <p><i>I do think it is important to discuss your concerns, and any potential opportunities to improve these processes.</i></p> <p><i>I look forward to discussing this, and again, I will set up a meeting if you wish to discuss further.</i></p> <p><i>Thank you,</i> <i>John Bell</i></p> <p><i>Update (Mar 9): Pat will give John Bell a call to discuss.</i></p>			
2 Nov 15, 2022	T&E	<p>Training for T&amp;E members for Duty and Rest Period Rules section 5 part B, on October 17, 2022 labour co-chair requested T&amp;E committee members participate and provided peer to peer training. And requested timelines for the training. Individuals are being texted, contacted while on vacation, and approached in the station and being signed off as completed, with no training. Confusion continues to be ongoing, the June minutes identify that no Fatigue Management plan has been provided as outlined and required in the Duty and Rest Period Rules.</p>	<del>Chris Gingras</del> Policy Committee	Escalated	<del>8-Dec-22</del> <del>27-Jan-23</del> <del>Feb 27, 2023</del> <del>8-Jun-23</del> 13-Jul-23



	<p>Contacting individuals that are away and off work is a contravention of the Psychological Health and Safety Standard of Canada.</p> <p>TC James Moran did respond that the Fatigue management is to be rolled out by CP Rail by November 25, 2022. The Company is rolling this out presently to all employees.</p> <p>Update December 8: Email sent to Paul Jorundson, Brian Gornik on December 5;</p> <p>Individuals logging on to CP employee station to complete the required training are already shown as completed without having completed the training.</p> <p>Confusion still persists due to contravention of;</p> <p><b>Specific duties of employer 125 (q)</b> provide, in the prescribed manner, each employee with the information, instruction, training and supervision necessary to ensure their health and safety at work;</p> <p><b>(z.06)</b> consult the work place committee or the health and safety representative in the implementation of changes that might affect occupational health and safety, including work processes and procedures;</p> <p>Fatigue management plan ongoing issues; when crews get swapped trains status of fatigue disappears, individuals are confused when reporting red why are they still working, individuals are fearful of reprisal when reporting fatigue status even though the Duty and Rest Period rules part D:</p> <p>13 f. ( I ) measures to ensure that employees are protected from adverse actions that would discourage reporting, consistent with the railway company's safety management system Process for Reporting Contraventions and Safety Hazards.</p> <p>Update: Pat Nahmiash, Darren Burzminski and Ryan Marshall will give Amy Shields a call today to discuss.</p> <p>Update Jan 5: list of questions sent on December 8 &amp; 11;</p> <p>Do you have to advise all crew members of your fatigue status?</p> <p>2) Can fatigue status change from green to yellow enroute?</p> <p>3) Can fatigue status change from red to yellow?</p>			
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	<p>4) What is process to use if the RTC doesn't respond in a timely manner when changing fatigue status?</p> <p>5) When called for duty, how long does an employee have to change status after accepting call?</p> <p>6) Sleeping when called for work, individuals are not provide the time, nor are they alert enough to determine KSS. How is this reported once awake and assessment is completed?</p> <p>7) Different red status while working examples need to be provided. Example: red unfit – unfit to continue, red able to continue.</p> <p>8) Training has been inadequate, when will more training be provided?</p> <p>9) Will the FMP be revised to include tools to stay awake, such as; napping, music, other than company reading material, etc?</p> <p>10) When tying up at facilities without CP terminals with no access to fax (ex: hotels), and when outages in access to CMA. Individuals are unable to tie up as the system will not allow progression until fatigue status is reported? [another example; using smart phone to tie up, but not all individuals have smart phone to log in and update fatigue status]</p> <p>11) When an individual accepts a call with the caveat that they are yellow for fatigue, is the requirement to report to the RTC all fatigue changes while implementing fatigue measures while staying in the yellow?</p> <p><b>Update Jan 5:</b> Confusion persists with use of the plan. Members are being assessed discipline for use of the plan; 13 f. (i) measures to ensure that employees are protected from adverse actions that would discourage reporting, consistent with the railway company's safety management system Process for Reporting Contraventions and Safety Hazards.</p> <p><b>Jan 5:</b> Email sent by Chris Gingras for info to be provided by January 12.</p> <p><b>Jan 12:</b> Question 4,5,6,8 and 10 were not posted. These will be resubmitted.</p> <p><b>Update January 12:</b> Conductor envelopes are not equipped with FMP self- assessment forms and the forms are not always available.</p>			
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	<p><b>Fear of reprisal due to company discipline is leading to the opposite of what the plan is intended for.</b></p> <p><b>System Bulletin Dated January 9, 2023</b></p> <p><b>“Q: What happens if I book unfit for duty (RED) due to fatigue?</b></p> <p><i>A: Section 5.6 of the DRPR states: “Every employee shall be permitted to report in accordance with sections 5.2, 5.4 and 5.5 without fear of reprisal”</i></p> <p><i>However, a formal investigation may take place to establish the facts and if, after a fair and impartial investigation abuse of the provision(s) has been established, the employee may be subject to discipline. “</i></p> <p>Formal investigations for fatigue status reporting contravention: The purpose of the Duty and Rest Period Rules.</p> <p>The Fatigue Management Plan. 13 f.( 1 )measures to ensure that employees are protected from adverse actions that would discourage reporting, consistent with the railway company’s safety management system Process for Reporting Contraventions and Safety Hazards.</p> <p>Canada Labour Code 122.1 The purpose of this Part is to prevent accidents, occurrences of harassment and violence and physical or psychological injuries and illnesses arising out of, linked with or occurring in the course of employment to which this Part applies.</p> <p>Canada Labour Code 125 (1) (v) adopt and implement prescribed safety codes and safety standards; - Psychological health and safety in the workplace, National Standard of Canada.</p> <p><b>Corporate Safety Policy</b></p> <p><b>Corporate Commitment</b></p> <p>Provide the leadership, training, tools and resources needed to maintain a safe work environment Maintain and continuously improve our safety culture, processes, technologies and management systems</p> <p><b>Manager Accountability</b></p> <p>Ensure the safety of our workplace and our corporation is our first priority and personal responsibility</p>			
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	<p>Empower all employees to perform their work safely and to participate in safety processes</p> <p><b>Q: What do I do with my form after my shift?</b> Members are not provided the tools to send emails, fax number is required.</p> <p><u>Recommendation:</u>          Train and Engine personal (labour) from the Health and Safety committee to be trained in the FMP. To complete a T&amp;E Footboard with 100% of active employees.          Reasoning; peer to peer is non-judgemental with no fear of reprisal, leading to open and honest conversations, resulting in thorough understand of the plan and the requirements.          Rescind and remove formal investigations – the intent by Transport Canada as indicated: <i>13 f.(j)measures to ensure that employees are protected from adverse actions that would discourage reporting, consistent with the railway company's safety management system Process for Reporting Contraventions and Safety Hazards.</i> – create a sub-committee; the sub-committee will meet monthly, review, track and provide recommendations on alleviating fatigue relevant to local issues.          Create an auto prompt system on CMC, members to call back within 10 minutes of call time to report Fatigue status; correct self-assessment is not possible when asleep and taking a call for work.          Create and provide a Conductor/Train Person, Locomotive Engineer log book with self-assessment information along with trip information. Forms are not accessible at all locations or in the conductor's envelope. A log book is the least wasteful process to have self-assessment forms available for each trip.          Patrick to send escalation to the GM.          Update Feb 6; no response from GM, escalated to policy committee on Jan. 28 as per escalation policy.  <i>Update March 6: First of all, I apologize for the response being over the 15 day response period. However, I would ask that you review my response and if you would like to discuss later this week</i></p>			
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	<p><i>or early next week I will make myself available. Either way, if we cannot find a resolution between you and I, this will still proceed as you requested to the Policy Committee.</i></p> <p><i>Reviewing the documentation provided, the concern that you raised is a matter of reporting unfit for duty and the resulting potential for disciplinary action. The TE Availability Standard is being cited as being in contravention to the Canada Labour Code, by not allowing employees to use leaves provided by regulation and provisions referenced by policy committee. The Workplace Health and Safety Committee is not the correct forum to determine if the discipline assessed to the employees in the examples provided was assessed correctly. These cases can be raised through the grievance process. A dispute about whether a policy is unlawful is also a matter that the Union would have to advance via the grievance process.</i></p> <p><i>Regarding the Fatigue Management Plan, developed pursuant to the Duty and Rest Period Rules for Operating Employees (2020) (DRPR), the DRPR allows for CP's attendance management policy to be used in conjunction with the Fatigue Management Plan: In Part D of the DRPR, Section 13.1(d) states:</i></p> <p><i>"13.1 Taking into consideration the requirements prescribed in Part B and C of these Rules, the FMP shall include or reference a process to:</i></p> <p><i>d. report by employees that they are not fit for duty prior to a duty period that takes into account attendance management;"</i></p> <p><i>There is also nothing in the DRPR that prohibits any absence from being reviewed.</i></p> <p><i>I do think it is important to discuss your concerns, and any potential opportunities to improve these processes.</i></p> <p><i>I look forward to discussing this, and again, I will set up a meeting if you wish to discuss further.</i></p> <p><i>Thank you,</i>  <i>John Bell</i></p> <p><b>Update (Mar 9):</b> Pat will give John Bell a call to discuss.</p>			
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		<p><b>Update: March 29</b> call between Co-Chairs and GM.</p> <p><b>April 13:</b> Updated CMA tie up system for reporting fatigue is not functional, will not allow report of fatigue, CMC advising employees to contact union representatives to get guidance. No training has been provided for union representatives or the members. Contravention of part 2 of the CLC, in part states, "consult the work place committee or the health and safety representative in the implementation of changes that might affect occupational health and safety, including work processes and procedures;" - no consultation to date as required.</p>			
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### Tabled item:

Item Number:	Item Origin:	Escalated Item:	Responsible Person(s):	Status:	Review Date
1	Old Business November 15, 2022	<p>There is in need of a women's Change room/locker room at the Maintenance of Way Building.</p> <p><b>Update:</b> Scott Welling looking into options and provide inform by the end of the month.</p> <p><b>Update (Feb 9):</b> There is approval to build a ladies change room. Just waiting for a timeline to have completed.</p> <p><b>Update (April 13):</b> Measurements and budget in plan.</p>	Scott Welling Jason Ross	On-going	<del>12-Jan-23</del> <del>Update: 9-Mar-23</del> <del>13-Apr-23</del> <del>8-Jun-23</del> 10-Aug-23
2 26-Nov-22	Moved from Safety Hazard Report	<p>SHR 700000005213 Shepard Intermodal SHR 700000005475 Calgary IMS Facility track U7</p> <p>While working 113-20 at Shepard at approximately 1430 I was riding the tail end car into a track and was updating my engineer of car lengths. While coming to 2 cars to a joint we lost radio contact while working on the Shepard repeater channel. My engineer came to a stop before the joint was made and I contacted the Shepard coordinator to let him know that we couldn't hear each other and asked him to go to channel 1. Something needs to happen to fix the repeater channel at Shepard. Not only does it sound like you're under water, it's delayed and recently there has been multiple times when the radios have failed and you can't hear anything. This has resulted in some incidents and FORTUNATELY nobody has been injured or killed. A possible solution could be a radio channel like hump 2 in Alyth.</p> <p><b>Reply:</b> S&amp;C/IT engaged to find cause of radio communication failure (intermittent) while</p>	Chris Gingras	Closed	<del>12-Jan-23</del> <del>9-Mar-23</del> <del>13-Apr-23</del> 8-Jun-23

	<p>working at CIF. S&amp;C found no issues in the comm bunker with loose connections. Radio channel has been in use since 2016 with no issue prior to summer 2022. Radios in Medicine Hat have been reprogrammed and issues are increasing in frequency as reported by the crews. Trevor Smith/Cory Wogrinc have been engaged on the problem. I provided Kyle with the update on progress made and next steps to resolve.</p> <p><b>Update (Dec 6):</b> Chris sent email requesting more information, follow up will be provided in miscellaneous comments. Chris Gingras will follow up with Kory.</p> <p><b>Update:</b> FPC (Medicine Hat) Zachary Hartley to keep track of issues with radios.</p> <p><b>Update Jan 12</b> --Clive ordered multiple chargers for Medicine hat and Rest house Alyth to installation</p> <p>Bulletin to issue with radio pointers and information with Zach's contact Email and phone to forward issues for tracking.</p> <p><b>Update (Feb 9):</b> Once bulletin is issued we will keep this opened until April's meeting unless other issues arise.</p> <p><b>Update (Mar 9):</b> One charger is still on back ordered. Bulletin has been issued. No issues have aroused.</p> <p><b>Update (Mar 12):</b> CS20 Radio on channel 99 and repeater bleeding into each other from the local contractor of Shepard IMS Facility.</p> <p><b>Update (Mar 13):</b> CS20 same observations noted by the crews and observed by me.</p> <p><b>Update (Mar 18):</b> On March 18 while switching Calgary IMS on 119-15 we experience numerous issues with the Shepard repeater channel. The digitalization of communications distorts the voice to such a degree that it can be difficult at times to understand what was said, and this is made worse the faster an individual speaks. There is also a lot of radio interference being broadcast over the repeater channel. Specifically the repeater channel is picking up some of the radio communications between the contractors who unload the cars. All of the interference that I've herd appears to be a one sided communication, you never hear whoever this person is talking to communicate back. I suspect this is from someone who oversees the contractor crews and operates a more powerful radio. The interference that is being picked up by the repeater channel does not follow proper radio communication procedures. While using the repeater channel on March 18<sup>th</sup> we were the only crew operating on the channel. So when some of this interference is picked up, you at first think someone is trying</p>			
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		to communicate with the train. A potential solution I see to this issue would be replacing the repeater channel with something similar to the Hump channels in Alyth which have the repeater capability but without the digitalization and distortion of voices. <b>Update (Apr 9):</b> 149-07 Crew experienced radio failure on Shepard repeater while switching.			
3	Decision from the Head	Locker shelving: process to obtain/install. <b>Update (Mar 10)</b> as per Darashpreet Singh - 'Per Terry Maser, it would take him 2-3 weeks to complete depending on how effectively we are able to give access to the guys'. <b>Update (Apr 13):</b> Locker shelving process to start on April 24. Bulletin has been issued.	Facilities-Scott Welling	On-going	10-Aug-23
4	Committee member	Lighting Dunmore and Medicine Hat yard. As per facilities August 11, 2022 response will replace lighting with LED bulb's in 2023. Timeline? <b>Update (Feb 9):</b> Scott Welling will provide update by next meeting. <b>Update (Mar 9):</b> The plan is to install light along the lead in Med Hat and Dunmore. The IFR has not yet been approved but we are pushing for it. Ben S from Facilities will be reaching out to you for approval.	Chris Gingras	On-going	<del>9-Mar-23</del> <del>13-Apr-23</del> 10-Aug-23
5	Workplace inspection	Medicine Hat yard All switch stands in yard need to be repainted. To be discussed at meeting on who is responsible to have completed. Timeline: July 13. <b>Update (email sent from Lucas Harding on May 26):</b> When time is allowed we will work on replacing and numbering the switches. <b>Update:</b> Repainting has been started.	Colton Moquin	On-going	<del>24-May-23</del> 14-Sept-14

## Miscellaneous / Comments:

<ul style="list-style-type: none"> <li>- David Getz has completed his Health &amp; Safety Training course on May 25.</li> <li>- Review Harassment survey outstanding items and develop action plan.</li> <li>- Darren Burzminski and Patrick Nahmiash to participate in SWA June 21 and 22.</li> <li>- ES mechanical building inquiring about CO2 monitors for kitchen and office areas.</li> </ul>
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## Next Meeting:

Place	Date	Time
Medicine Hat Board room, 2 <sup>nd</sup> floor, 402 North Railway Street SE Medicine Hat AB	13-Jul-23	9:00 am
Meeting Adjourned At: 12:40	Approved by Management Co-Chair: Chris Gingras	Approved by Employee Co-Chair: Patrick Nahmiash
End of meeting recap completed? Yes		



## Instruction and training of employees in the location, use and operation of fire protection equipment - 937-1-IPG-038

[OHS IPGs](#) | [Disclaimer](#)

Effective Date: December 20, 2002

### 1. Subject

Application of paragraph 17.6(1)(b) of the [Canada Occupational Health and Safety Regulations \(COHS\) Regulations](#) concerning the instruction and training of employees in the location, use and operation of fire protection equipment (FPE).

### 2. Issue

In order to assist Health and Safety Officers in advising employers and employees concerning the nature and scope of this requirement, the following program position has been developed to ensure a consistent and uniform application of the regulation.

### 3. Questions

- Who is to be trained?
- On what type(s) of FPE?
- How extensive should the training be?
- What role should the Health and Safety Committee/Representative (HSC or HSR) play?
- Who is to provide the training?
- How much time should Human Resources Development Canada (HRDC)-Labour Program allow an employer to comply?

### 4. Conclusions

#### a. Who is to be trained?

All persons employed by an employer at a work place as defined in section 122 of the [Canada Labour Code - Part II](#).

#### b. On what type(s) of FPE?

All fire protection and emergency equipment to which employees have access to in their work place.

#### c. How extensive should the training be?

- Compliance can be achieved through the provision of an on-going program of instruction and training sessions whereby the employer informs employees of the FPE located in their work place, their appropriate use and operating features.
- These instructional sessions should include, but are not limited to, lectures, films, hands-on demonstrations, information brochures and pamphlets or any combination of these methods.
- The extent and depth of the training required is dependent on the hazards particular to the work place operations. For example, it may suffice to explain the appropriate use and operating features of portable fire extinguishers to employees working in office occupancies. Employers should, however, be encouraged to provide their employees with hands-on practical training whenever possible.
- For higher hazard occupancies such as laboratories, workshops, warehouses, repair garages, and printing plants, etc., it would be necessary to provide employees with hands-on practical training in the use and operation of portable fire extinguishers, in combination with a lecture and/or a film.
- It should be considered essential to provide hands-on practical training in the use and operation of the standpipe and hose system and portable fire extinguishers to those employees located in remote work sites, where firefighting capabilities, such as those provided by paid or volunteer public fire departments are either non-existent or delayed due to required travel distances.
- With respect to fire protection systems, such as automatic sprinklers and fire alarm systems, a lecture, film and/or information session, would normally be considered sufficient training for employees.

#### d. What role should the HSC or HSR play?

- The employer shall request the policy and/or work place HSC or HSR as applicable, to participate in determining the nature and scope of the instruction and training needed in the work place in accordance with paragraphs 134.1(4)(c), 135.7(b), and 136(5)(d) of the [Canada Labour Code, Part II](#).
- In addition, the committee shall have full access to the program in order to regularly monitor its implementation.

#### e. Who is to provide the training?

- The onus is on the employer to appoint, or where necessary, to hire "qualified personnel" to provide the necessary instruction and training.
- The employer shall consult with the HSC or the HSR prior to appointing someone to perform these duties.

#### f. How much time should HRDC-Labour Program allow an employer to comply?

- (a) Before a time frame is established or requested from an employer, the following factors are to be considered:
- the status of the employer's program (if any) at the time of HRDC-Labour Program's intervention;
  - the complexity of the instruction and training required in the work place;
  - any previous instruction or training that employees, such as emergency wardens may have had;
  - the recommendations of the HSC or HSR after reviewing the program;
  - the number of employees to be trained; and
  - the resources available to the employer in order to implement the program.
- (b) Because of the many variables involved, it is HRDC-Labour Program's position that the minimum time frame in which any employer can be reasonably expected to complete such a program of instruction and training should not be less than six (6) months to one (1) year.

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## Medicine Hat RTE Employees

Contaminated work clothing may be washed & dried at the Mechanical building beside the shop tracks.

### Best Practice

-If your contaminated cloths need to be walked over from the locker room, you are authorized to cross the tracks without PPE at the designated pedestrian crossing adjacent to the Station.

-Code to enter building is 0351

-Washer & Dryer located straight through once entering the building.

-No clothing is to be left unattended for more than 2 hours.

-Be considerate of others clothing (take out of washer and place in dryer or table beside.)

