

**Ontario Fire Service Advisory Committee  
(Section 21 Committee)\*  
FINAL MINUTES  
April 7-8, 2010**

**Meeting at the Holiday Inn Select, Toronto**

**Commencing at noon on Wednesday, April 7, 2010**

**Present:**

Ellard Beaven	OPFFA – Committee Co-Chair
Chris Powers	O AFC – Committee Co-Chair
Terry Allen	AMO
Kevin Ashfield	OPFFA
Ed Godden	OFM
Andy Kostiuk	O AFC
Rod McEachern	FFAO
Shayne Mintz	O AFC
Gerry Pedwell	OPFFA
Matt Pegg	O AFC
Darren Storey	FFAO
Wayne Sutherland	Public Services Health & Safety Association (Observer)
Karen Hanna	MOL Facilitator

**Regrets:**

Darrell Ellwood	OPFFA
Cathy Hoffman	AMO

**Special Guests:**

Roger Neate	Technical Standards & Safety Authority (TSSA)
Marc Tevyaw	TSSA

**1. Review of Minutes from February 9-10, 2010**

The minutes were accepted as written.

**ACTION:** Karen to finalize the minutes and distribute for posting on the websites.

**2. Business Arising from the Minutes**

With respect to Item 10, Update on O. Reg. 278/05 and O. Reg. 714/94, Chris indicated that there has been no response from the Minister of Labour to the Co-Chairs' letter dated February 17, 2010. Ellard and Chris expressed disappointment and frustration that the letter had yet to receive a response from the Minister of Labour. Committee members discussed the possibility of each association writing to the Minister of Labour regarding these regulatory issues, in support of the letters written by the Co-Chairs. Also discussed was the possibility of each association passing resolutions at their upcoming conferences (it was noted that the O AFC conference takes place in early May) to further support the Committee's requests to the Minister.

**ACTION:** Committee members to discuss these issues with their respective associations for further action to be determined by each association.

### 3. Review of Comments on Draft GN # 6-31 Fires and Rescues in Agricultural Silos

The Committee reviewed the comments received. Karen noted that prior to going through MOL approvals, the draft GN would be sent to the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for their review.

**ACTION:** Karen to finalize the GN, send it to OMAFRA for comment and then through the MOL approvals process.

### 4. Discussion regarding a proposed GN on Infectious Diseases Program

Andy and Darren discussed the fact that the Committee should proceed with a stand alone GN with respect to responding to medical calls and exposures to infectious diseases.

**ACTION:** Andy, Darren and Rod to draft a GN on medical calls and will review the other relevant Guidance Notes to ensure consistency.

### 5. Fire Training Safety Plans

The Committee received a request from Alan Brody to develop a template for Fire Training Safety Plans similar to the template contained in GN # 7-3 Documentation of Training Plus Daily Training Report. Ed indicated that he could forward a template used at the Ontario Fire College courses for training safety plans. The Committee agreed that this was a good idea and that the template could be incorporated into GN #7-1 Health and Safety During Training Exercises.

**ACTION:** Gerry and Ed will work on developing a template.

### 6. Draft GN on Elevator Rescue

The Committee had invited Marc Tevyaw and Roger Neate from the Technical Standards & Safety Authority (TSSA) to discuss the draft GN on Elevator Rescue. Marc is a Technical Specialist in the Elevating Devices Program of the TSSA. He also is the Chair of the Canadian Association of Provincial Elevator Inspectors and the Chair of the ASME Inspections Committee. Marc indicated that subsequent to an incident that occurred in St. Thomas some time ago, the OFM contacted the TSSA. This led to a course that the TSSA developed for firefighters focusing on the following elements: orientation related to elevator systems, emergency evacuation procedures, and safe evacuation without compromising the elevator machine components. The TSSA has an interest in the safety of both the elevator passenger and the public. It was also noted that the TSSA licenses elevator mechanics and that the skills acquired by the mechanics are in accordance with training standards from the Ministry of Training, Colleges and Universities (MTCU).

The purpose of the Guidance Notes was discussed. Chris indicated that an elevator rescue GN should outline the various response levels. Andy indicated that it would be helpful for fire departments if the GN could point to possible training providers such as the OFC, PSHSA, TSSA, etc. Roger stated that the TSSA course costs \$7,000 to \$8,000 for a two day course. The TSSA can accommodate no more than 15 people per course, which works out to about \$500 per person. The TSSA has trained Toronto Fire Services and about 12 other fire departments in Ontario. Marc indicated that there is no reason why a train the trainer model couldn't be used to impart the learning principles, however, the TSSA won't provide a certificate of completion to persons that they have not trained due to liability issues. That being said, he indicated that it should not be a barrier to firefighters becoming trained. Marc believed that the important things to cover off in a GN are accessing the device, communicating with passengers, and accessing the control mechanism.

Shayne inquired as to whether there is a role that the OFC can play in developing a program. Ed responded that the OFC can look into this. There is currently a High Rise Management

Course at the OFC that covers off some of these aspects, but it is a small course that is only offered once a year. Roger added that the course should have a hazard awareness element as well as a technical rescue component.

Terry suggested that there may be an opportunity next year when the firefighter training standards are revised to include elevator rescue. Ed noted that the Company Office Program comes up for review before then, so there may be an earlier opportunity.

**ACTION:** Karen to e-mail the draft GN to the TSSA. Andy and Matt will work with the TSSA to refine the GN and Ed will explore OFC training opportunities (PSHSA may also be involved).

#### **7. Workplace Violence Resources on MOL Website**

Karen reported to the Committee that various resource documents on workplace violence and harassment (Bill 168 amendments to the Occupational Health and Safety Act) have been posted on the Ministry of Labour's website. A fact sheet and MOL Compliance Guideline are there as well as links to resource documents published by the Occupational Health and Safety Council of Ontario (OHSCO). Due to Bill 168, the Committee discussed the need to amend GN # 6-13 Dealing with Potentially Violent Situations. The Committee felt that the content of the current GN was still relevant but that the Bill 168 requirements should be added to the GN. Karen indicated that the GN should only address what is in the legislation (i.e. there were some elements requested by stakeholders to be included in the Bill 168 amendments that did not become law).

**ACTION:** Andy, Rod, Shayne and Cathy to work on revising GN # 6-13.

#### **8. Request from the EMS Subcommittee**

Karen reported that the Co-Chairs of the EMS Subcommittee of the Health Care Section 21 Committee contacted the Fire Service Section 21 Committee Co-Chairs requesting that a letter of support be written for the EMS Subcommittee to obtain full Section 21 Committee status from the Minister of Labour. This letter cannot be written as it is outside of the scope of the Section 21 Committee's Terms of Reference (as a Minister of Labour's advisory committee for the fire service) to comment on the status of another committee established by the Minister of Labour.

**ACTION:** Co-Chairs to provide a response to the Co-Chairs of the EMS Subcommittee.

#### **9. EMS OLRB Decision (Discussion and Information)**

Darren had e-mailed to the Committee, for information, a recent Ontario Labour Relations Board decision involving the Ministry of Health and Long-Term Care, Land Ambulance Programs, the Canadian Union of Public Employees and the County of Essex-Windsor. The decision is subject to a Judicial Review. Matt had indicated that it may be a good idea to look at GN # 2-3 Radio Communications, as some older standards are referenced in the GN.

**ACTION:** Matt to review GN # 2-3.

#### **10. Section 7 (4) of O. Reg. 714/94 – Question received from Town of Midland**

Karen reported on a response given to the Town of Midland on the performance requirements of Section 7 (4) of O. Reg. 714/94 Firefighters – Protective Equipment regulation.

#### **11. O. Reg. 714/94 Strategy**

Matt indicated that a strategy is required with respect to O. Reg. 714/94; it was the consensus of the Committee that the legislation as it exists today (i.e. referencing the CGSB standard for bunker gear, outdated CSA standards and an obsolete NFPA standard) compromises the health and safety of firefighters. However, Karen indicated that O. Reg. 714/94 is law in the

province of Ontario. The Guidance Notes supplement the legislation and provide examples of the reasonable precautions that ought to be taken by fire departments to protect the health and safety of firefighters.

**ACTION:** Refer to Item #2 above.

## **12. Retirement of Chris Powers**

Effective May 31, 2010, Chris will be retiring after having served in various capacities in the fire service since 1966. The Committee thanked Chris for his many years of dedicated service on the Section 21 Committee and particularly for the time that he has been Management Co-Chair, since November 2007. The last few years, as the Fire Chief of Whitchurch-Stouffville Fire & Emergency Services, he oversaw the construction of a state-of-the-art fire hall and arena complex. The Committee expressed to Chris that they will miss his valued contributions and look forward to taking him to dinner at a later date so that he can be presented with his appreciation award. Upon Chris' retirement, the Management Co-Chair position will be assumed by Matt and the O AFC will be notifying the Minister of Labour of a new O AFC member in the coming weeks.

### Next Meeting Date

**June 29-30, 2010, in Windsor**