

**Ontario Fire Service Advisory Committee  
Section 21 Committee  
MINUTES  
April 20-21, 2018**

Meeting held at 5110 Creekbank Rd, Mississauga, ON L4W 0A1  
Commencing at noon on April 20, 2018

**Present:**

Rob Grimwood	O AFC - Committee Co-Chair
Mike Vilneff	O AFC
Richard Renaud	O AFC
John Mavrinac	OPFFA . Committee Co-Chair
Dan Worrall	OPFFA
Vic Dillabaugh	OPFFA
Geoff Boisseau	OPFFA
Doug Kellam	FFAO
Cathy Hoffman	AMO . April 20, 2018
Mark Pankhurst	AMO
Juanita Jenkin	MOL
Timothy Metcalfe	Public Services Health & Safety Association (Facilitator)

**Regrets:**

John Hay	O AFC
Jeri Ottley	FFAO
Cathy Hoffman	AMO . April 21, 2018
Jeff Attwell	OFMEM . Observer

**1. FFAO Representative Change**

The committee welcomed Doug Kellam as the new FFAO representative. Doug brings years of experience in the fire service as well as lengthy commitment to workplace health and safety.

**2. Review of Minutes** from February 22-23, 2018 meeting.

**Action:** Accepted and will be posted.

**3. Review of Visits and Orders To Fire Services In 2016-2017**

Juanita presented a report she created which reviewed the MOL Inspectors visits and enforcement. This information was discussed and will be used to identify area where guidance notes could be revised or created.

**4. Review of GN “Building Training Centres”**

Juanita advised the committee that this GN does not meet the new requirements for MOL notes. The GN was reviewed to see if it could be modified to better reflect the new mandate.

**Action:** Juanita will return the GN to the co-chairs for consideration and possible re-writing.

**5. Review of Ontario Regulation 714**

Juanita reviewed the changes to Ontario Regulation 714. There was an administrative update which resulted in the revocation of the outdated wording in section 8. The committee was provided with an updated copy of the regulation.

**6. MOL Presentation of Proposed Industrial Regulation Changes**

Yvette Shirliff presented to the committee on the updates being proposed to Ontario Regulation 851

**Action:** Feedback from the committee to be collected by Juanita and submitted to the MOL.

**7. Fire Section 21 MOL/SWA Facilitation**

The committee discussed the current structure of the committee. It was decided by the attending members to continue with PSHSA handling the facilitation.

**8. Recognition Of Juanita Jenkin MOL**

The two Co-chairs sent a letter to the Minister of Labour complementing Juanita on all the work she has done with the rewriting of all the fire service guidance notes. All agreed that the letter was well deserved.

**9. Preferment Of Fire Section 21 Committee**

The committee members spoke about the need to increase the visibility of the committee and their Guidance Notes. The co-chairs will speak to their associations about travel to fire service zone meetings and speaking opportunities at conferences. PSHSA will host webinars explaining guidance notes, implementation of their direction as well as general safety concerns in today's fire service.

**Action:** Juanita, Tim and the co-chairs will set webinar dates.

**10. Fire Section 21 Meeting Locations**

The committee members spoke about the importance of having alternate meeting locations. This will be discussed in future meetings.

**11. PSHSA Created Elevator Training Course**

The committee was informed that PSHSA has withdrawn their services in the creation of a provincial Fire Service Elevator Training Program.

**12. Letter To Ministry Of Labour**

A letter will be drafted to the Minister of Labour to stress the importance of municipalities creating a decontamination prevention plan.

**Action:** Rob and John will draft a letter for the minister and report back to the committee about the response.

**13. Fire Service Section 21 Future Direction**

The committee spoke about emerging issues and hazards which could be mitigated through the creation of a guidance note.

**Action:** Committee members will discuss with their representative organization to identify new and emerging issues.

**14. Guidance Note 6-26**

This note will be reviewed for the next meeting.

**Action:** Geoff and Vic will collaborate and report back at the next meeting

**15. Startle Response From Fire Station Alarms**

Concerns have been brought forward about the startle effect on the human body when sudden loud tones are implemented. A number of members felt that this should be investigated with the possibility of the creation of a guidance note.

**Action:** Geoff and Vic will collaborate and report back at the next meeting

Meeting concluded April 21, 2018 @ 12:00 hrs

**Next Meeting Dates:**

September 20-21, 2018

December 6-7, 2018