

Minutes of the Occupational Health and Safety Committee Meeting Salt Spring Island Fire Protection District

Meeting held: **December 15, 2016**
Training Room, Ganges Fire Hall

In attendance:

Committee Members: Lieut. Ken Akerman (Co-chair), Trustee Howard Baker (Co-chair),
Captain Dom Gaudet, Abe Hohn, CAO Andrew Peat
Regrets: Nancy Purrsell

These minutes follow the order of the agenda although the sequence may have varied.

Co-chair Baker called the meeting to order at 5:40 p.m.

1. Approval of Agenda

A proposed agenda was circulated prior to the meeting. Co-chair Akerman asked that the agenda be amended to include:

4.2 Fire Hall No. 1 Asbestos Remediation

By general consent, the agenda was adopted as amended.

2. Minutes

2.1 Receive and approve the minutes of the meeting held November 24, 2016

The draft minutes of the meeting held November 24, 2016 were distributed prior to the meeting. Co-chair Akerman asked that under **3.1 Extraction Washing Machine for Turn Out Gear** it should read Hall No. 3 (not Hall No.2) and under **3.6 Possible Asbestos Contamination Fire Hall No. 1** the second sentence should begin "North West Environmental tested 11 locations..." (not Worksafe BC).

By general consent that the minutes of the meeting held November 24, 2016 were accepted as amended.

3. Old Business

3.1 Extraction Washing Machine for Turn Out Gear

Co-chair Akerman reported the Extraction Washing Machine is expected to be installed and operational by mid-January 2017.

3.2 Bullying & Harassment

There was no update.

3.3 Showers at Hall No. 1

Co-chair Akerman reported that the project is on hold pending trustees deciding whether to proceed with the infrared saunas at Hall No. 3.

3.4 WCB Partners Program

There was no update.

3.5 Possible Asbestos Contamination Fire Hall No. 1

Co-chair Akerman reported that the North West Environmental Group report of December 13 2016 has confirmed that asbestos materials are present at Fire Hall No. 1 and that repair and monitoring is to be undertaken immediately.

Motion that it is the recommendation of the Occupational Health & Safety Committee that copies of the North West Environmental Group “Hazardous materials Assessment Report” dated December 13, 2016 be provided to employees and contractors (to acknowledge receipt of report) moved by Committee Member Hohn.

CARRIED.

Site personnel need to have read and understand the report prior to commencing any work which may disturb building materials and contents.

Item Closed.

3.6 Employer’s duty to exercise due diligence (report Ganges Fire Hall deficiencies)

Refer Agenda items **3.7 Update Regarding Mould Fire Hall No. 1**, **3.13 Structural Integrity Fire Hall No. 1** and **4.2 Asbestos Remediation Fire Hall No. 1**.

Committee members expressed concern about escalating costs to provide “temporary fixes” for deficiencies at Fire Hall No. 1 and delays in developing a new fire hall proposal.

3.7 Update Regarding Mould Fire Hall No. 1

North West Environmental reported that mould growth and/or water damage that may support mould growth were observed in a number of areas. It appears that the underlying cause is water incursion from the roofs and a qualified professional engineer should access the building for impacts of water incursion and provide recommendations for repair. After the roofs are remediated, renovation needs to follow guidelines and an environmental consultant engaged to assess effectiveness.

3.8 Health and Wellness of Members

There was no update.

3.9 POC Medical Care

CAO Peat reported that a reply had been received from Dr. Jan Slakov Chief of Staff at Lady Minto Hospital regarding many paid-on-call members not having a personal family physician on Salt Spring. Dr. Slakov replied that the shortage of doctors in rural areas is common throughout the province and that “special consideration” could not be given to POC members or other similar first responders in our community.

Item Closed.

3.10 Station Exhaust and Shop Ventilation Systems

Co-chair Akerman reported with regards to Station Exhaust Ventilation at Fire Hall No. 2, Chief George is preparing an operational guideline that states training cannot be held in the vicinity of the Nederman Exhaust Ventilation outflow while vehicles are idling in the Hall No.2 (Fulford Fire Hall).

3.11 WCB inspection report 2016 1116

There was no update. Co-chair Akerman to follow up.

3.12 Fire Hall No. 1 Structural Integrity

Members expressed concern that action required to address known safety concerns at Fire Hall No. 1 will be hampered by the lack of up-to-date information on the structural integrity of the facility.

The Herold Engineering Limited’s proposal (P16-4352) dated December 12, 2016 proposed engineering services for investigate structural integrity (settlement, hose tower ladder, hose tower hoist beam, upper portion of hose towner connectivity), building enclosure/envelope (water damage around skylight and exterior wall of 1970 addition) and seismic review. The estimated fee to do all proposed services is \$10,500.

Motion that the Occupational Health & Safety Committee recommends that the Board of Trustees retain the services of a professional engineering firm to identify and make recommendations on the issues identified in the Harold Engineering proposal relating to the condition and use of Fire Hall No. 1 (structural, building enclosure and seismic review) moved by Co-chair Baker.

CARRIED.

4. New Business

4.1 North West Environmental Group Report

Co-chair Akerman reported that the North West Environmental Group report of December 13 2016 has been received. The report confirms that at Fire Hall No. 1 asbestos materials are present and that repair and monitoring is to be undertaken immediately (refer Agenda item 4.2). Silica and mold was also found and safe work procedures and/or remediation should be taken.

Co-chair Baker reported that Board Chair Forest asks that the Facilities & Physical Plant Committee be kept apprised of repairs and maintenance done at Fire Hall No. 1 and cost incurred.

4.2 Fire Hall No. 1 Asbestos Remediation

Co-chair Akerman that he and Chief George will review the report and develop a remediation plan. Small jobs can be “done in-house” though some may require hiring a professional abatement team.

5. Review of Inspection Report

Co-chair Akerman reported no hall inspections were done.

6. Review of First Aid and Accident / Incident Investigations

6.1 November 2016 Statistical Report – none

Committee Members Hohn and Gaudet agreed to investigate the December 2, 2016 incident.

7. Education

There was no update.

8. Other Business - none

9. Next Meeting

The next meeting of the Occupational Health and Safety Committee is scheduled, January 26, 5:30 p.m., at the Ganges Fire Hall Meeting Room.

10. Adjournment

There being no further business, **motion** to adjourn moved by Co-chair Akerman.

The meeting adjourned at 7:21 p.m.

Ken Akerman
Committee Co-chair

Andrew Peat
Corporate Administrator

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