Qualicum Beach Fire Rescue
Joint Occupational Health & Safety Committee

Date: September 25, 2025 **Call to order:** 1807hrs **Adjourned:** 1828hrs **Previous Meeting:** July 31, 2025 **Adoption of Previous Minutes:** passed **Last Committee Evaluation:** November 2024 **Next Committee Evaluation:** November 2025	**ATTENDANCE** **Employer Reps:** Peter Cornell (co-chair) **Y** Friso McKenzie (alternate) **Y** **Worker Reps:** Mike Insley (co-chair) **Y** Jesse Andersen **Y** Clayton Bucoviz **Y** Doug Marshall **Y** Sean Speagle **Y** Chris Stanger **N** Ron Smith (alt) **Y**

REPORTS

Workplace Inspections Completed:

2025	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
FIREHALL	0	1	1	1	1	0	1	0	1	0	0	0

INCIDENTS

	QBFD INCIDENTS AND INJURIES					
2025	**Near misses**	**First aid only injuries**	**Medical aid only injuries**	**Time loss injuries**	**Days lost due to injury**	**Threats of violence**
This period	**2**	**0**	**0**	**0**	**0**	**0**
Year-to-date	**2**	**0**	**1**	**0**	**0**	**0**

Chart reflects incidents/injuries up to date of meeting.

Date	Incident Description	Nature of Injury / Outcome	Committee Recommendations
April 14, 2025	Twisted ankle exiting apparatus	Twisted ankle	Review procedures to enter and exit cab with all members
April 15, 2025	Fell backwards exiting apparatus	Head and elbows contacted pavement	Place 3 points of contact signs in apparatus cabs. Review policy on cab entry and exit with all members. Add the exiting cab video to weekly email
June 6, 2025	Ff was jogging from personal vehicle to entry door and back went into spasm.	Sore back	No recommendation
July 16, 2025	Exiting E52 slipped and fell and hit head and arm	Sore head and sore arm	No recommendation, as April 14 & 15 recommendations have already been completed

OLD BUSINESS

2024-07	Hearing Protection Program: PPE		
STATUS: • Acquire and test different options for hearing protection – ear plugs for general duties and options for engineers during pumping operations.			
Assigned To	Office of Fire Chief	**Action Due Date**	*IN PROCESS*

2024-11	Hearing Protection Program: Signs for Training Building		
STATUS: • Signs are to be placed on Training Building doors, indicating that hearing protection may be required. • Waiting for building surfaces to be dry			
Assigned To	Office of the Fire Chief	**Action Due Date**	*COMPLETED*

2024-12	Utility Room First Aid Kit Supplies		
STATUS: • First aid kit is missing supplies (band-aids) • Kit will be refilled based on assessed requirements of new standards			
Assigned To	Office of the Fire Chief	**Action Due Date**	*COMPLETED*

2024-13	2024 JOH&S Committee Review Recommendations		
STATUS: • Endeavour to hold monthly meetings • Expeditiously deal with complaints or concerns relating to health & safety.			
Assigned To	Office of the Fire Chief	**Action Due Date**	*ON GOING*

2025-02	Non-PFAS Turnout Gear		
STATUS: • The department will be meeting with supplies at FDIC to look at options that provide the same level of quality and performance. • The department will review tasks or events when turnout gear is not required and find alternative clothing or PPE options. April 2025 update: The Committee suggested placing Wash hand signs inside rear apparatus windows and on the inside of the gear room door to remind all members to wash their hands before leaving the hall or touching any other surfaces. This ensures any contamination that has been picked up off their gear will be removed before spreading to other skin surfaces. Draft up apparatus window signs and gear room signs before the next meeting.			
Assigned To	Office of the Fire Chief	**Action Due Date**	*End of 2025*

2024-06	Hearing Protection Program: Possible Risk Areas		
Committee Suggestions: • SCBA Testing • SCBA Filling • Bay noise with apparatus running • Operating apparatus pump • Under truck brake checks • Shop vac • Training building while flowing water • Sirens inside/outside of trucks • Tool operation • Station Air compressors • Apparatus generators • Portable pumps • Forcible entry prop training March 2025 update: Testing was completed in March with SCBA testing, forcible entry training, running power tools, and the bumper area of the apparatus with the engine running, all exceeding the acceptable noise level for under 2 hours. The committee recommended placing " Hearing protection recommended" signs in areas that exceeded 80 dB. The department will also change out the backup alarms on E52, R51, T53 that have a fixed dB level to ones which set the alarm dB level above the surrounding noise level, this will reduce the dB level whenever apparatus are backing into the station. May 2025 update: The Committee suggests that areas of high risk be included in recruit orientation.			
Assigned To	JOH&S Committee	**Action Due Date**	*COMPLETED*

2025-03	Danger Tree Awareness Course		
All members will receive instructions on how to register for the Introduction to Dangerous Trees on Forestry Worksites online course in the weekly email. The Office of the Fire Chief will follow up to ensure that all members complete it in a timely manner.			
Assigned To	Office of the Fire Chief	**Action Due Date**	*COMPLETED*

NEW BUSINESS

2025-04	Annual Committee Review		
Committee members are to complete the annual committee review before the August 28 meeting. Committee to discuss the annual review during the subsequent 3 meetings.			
Assigned To	JOH&S Committee	**Action Due Date**	*ONGOING*

2025-05	Workplace Inspection Deficiencies		
• Remove the propane cylinder from rear deck • Chain hoists need testing • Wasp nests in air ducts on the east side of building			
Assigned To	JOH&S Committee	**Action Due Date**	*December 2025*

EDUCATION

- Sean attended online New JOH&S Committee member training.
- Online training provider is set up so that each committee member can select the JOHS training course that they would benefit from, or they can select an online course with the Employer's Advisors Office.

PROPOSED MONTHLY SAFETY THEMES FOR 2025

- January
  - ***None***
- February
  - ***Mental Health***
- March
  - ***Hearing Protection***
- April
  - ***Respiratory Protection***
- May
  - ***Eye protection/ wash hands***
- June
  - ***Sun and sunscreen***
- July
  - ***Heat Stress***
- August
  - ***Wildlife Safety***
- September
  - ***??***
- October
  - ***Lifting Technique***
- November
  - ***??***
- December
  - ***Ice slip hazards***

NEXT WORKPLACE INSPECTION

Date to be completed: ***November 20, 2025***

NEXT MEETING

Date: ***October 30, 2025 at 1800hrs in the QB firehall meeting room***