

MEMO

To: TBRHSC Staff, Professional Staff, Learners, and Volunteers

From: Ryan Sears, Code Grey – Air Exclusion Executive Sponsor

Date: July 13, 2026

RE: Code Grey – Air Exclusion Policy Refresher

For circulation to Staff, Professional Staff, Learners, and Volunteers

As we begin to encounter the effects of wildfire season in our region, it is important that we review and follow our indoor air quality monitoring processes and Code Grey – Air Exclusion policy.

This wildfire season, Environment Canada has yet to issue a special air quality statement for the Thunder Bay area. However, smoke from active area fires has become noticeable. These fires put particles and gases into the air that can be harmful to human health. When this occurs, people may experience symptoms such as increased coughing, throat irritation, headaches, or shortness of breath. Our Air Exclusion Policy aims to reduce this risk to the internal environment and mitigate or reduce these associated impacts.

With Ontario's legislated fire season running from April 1 to October 31 annually, Maintenance monitors internal air quality and will advise leadership accordingly should air quality degrade beyond acceptable thresholds.

Please take a moment to complete the Recommended Actions below.

Recommended Actions

- Review the [Code Grey – Air Exclusion \(Button Down\) policy](#) and associated refresher Safety Huddle (attached). Familiarize yourself with the policy and related procedures.
- Visit the [Air Quality Health Index](#) for information on how to reduce your health risk along with current and forecasted Air Quality Health Index (AQHI) values.

Thank you,

Ryan Sears, Director, Capital and Facility Services
Code Grey – Air Exclusion Executive Sponsor