



Staff Report

Report Title: Emergency Management and Health and Safety February 2023 Summary

Prepared By: Mel Moulton, Emergency Services/ Health & Safety Coordinator- CEMC

Department: Fire & Emergency Services

Date: Mar. 6, 2023

Report Number: FIRE-2023-03-13

File Number: C11-FIRE-23

Attachments:

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE-2023-03-13, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC.

Background:

This report provides an update of Emergency Management and Health and Safety activities.

Discussion:

Emergency Management

During February known event organizers were contacted and provided a copy of the special event permit application and updated checklist to complete for 2023 events. Many organizers have been in contact and are completing and submitting required documentation now which will assist in the planning process.

Health and Safety

Training: Emergency Services/ Health and Safety Coordinator continues to meet with departments monthly completing Safety Tailgate training on internal policies, procedures, and applicable Safety Data Sheets (SDS). New employees have been assigned orientation training to complete.

Inspections: Regular monthly inspections were completed at Township facilities. Corrective actions have been discussed, action owners and due dates have been assigned with many items completed. New inspection reports have been created in the City Reporter software. Inspection checklists will now be completed electronically.

Incident Reporting: There were no safety incidents in February.

Joint Health and Safety Committee: The Township of Huron-Kinloss committee met in February.

Policies and Procedures: HKHS 2.9 Handling Cash, SOP CS 15 Score Clock and Time Keepers Booth, SOP CS 16 Power Outage at the Ripley Huron Community Centre, SOP CS 21 Floor Scrubber, and SOP PW 31 Methane Operating Procedure were updated and have or will be shared with applicable staff during the monthly tailgates.

COVID-19

Township staff continue to monitor COVID-19 and will make any necessary adjustments to services if and when required. Ill staff use the provincial screening tool to determine self isolation requirements.

Grey Bruce Public Health is currently reporting no local facilities in outbreak status [Outbreaks \(publichealthgreybruce.on.ca\)](https://publichealthgreybruce.on.ca)

The Grey Bruce Public Health Weekly vaccine schedule can be viewed here [Weekly Vaccine Schedule - Dec 19 - Feb 5 \(publichealthgreybruce.on.ca\)](https://publichealthgreybruce.on.ca) Residents can also contact local pharmacies for vaccine availability and scheduling. For the latest information visit [COVID-19 vaccines | ontario.ca](https://www.ontario.ca).

Financial Impacts:

To comply with the Occupational Health and Safety Act, as well as Regulations under the Act, and other Acts, and to keep workers safe on the job, health and safety is an ongoing expense included in the operating budget.

Strategic Alignment / Link:

We are an accessible community by being open and transparent.

Respectfully Submitted By:

Mel Moulton, Emergency Services/ Health & Safety Coordinator- CEMC

Report Approved By:

Mary Rose Walden, Chief Administrative Officer