



Staff Report

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

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

Department: Fire & Emergency Services

Date: Jul. 3, 2023

Report Number: FIRE-2023-07-29

File Number: C11-FIRE-23

Attachments:

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE-2023-07-29, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC,

AND authorizes the CEMC to issue the Special Events Permit for Lucknow's Music in the Fields when permit conditions are met.

Background:

In 2016 the Township of Huron-Kinloss Council implemented a Special Events By-Law regulating all special events within the Township of Huron-Kinloss where more than 200 people are expected to be in attendance.

This Special Events By-law requires that all organizers of special events complete an application and an Operational Emergency Response plan to be reviewed by impacted Township Departments and Staff and to be approved by the CEMC.

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

Discussion:

Lucknow's Music In The Fields Special Event Permit

One of the sections within the Special Events By-law stipulates that if an event exceeds or is expected to exceed 5,000 people in attendance then the issuance of

the Special Events permit must be authorized by the Council of the Corporation of the Township of Huron-Kinloss.

The Lucknow's Music in the Fields organizers indicate an average of 5,000 attendees with a goal of 6,500 for 2023.

Music in the Fields organizers have submitted the necessary Applications, Noise By-law exemptions, and Emergency Planning Documentation which has been reviewed by the various impacted Departments and Township Staff. Organizers are currently awaiting required Insurance Documentation and Special Occasion Permit which will be shared with Township Staff when received prior to the event.

Emergency Management June Summary

Five Special Event Permits were issued to event organizers in June:

- Bruce County Library Summer Reading Club Launch
- Dungannon Superpull and Demo Derby
- Ripley Lions Point Clark Fireworks
- Drifters Car Club Car Show
- Bruce Beach Cottagers Association Annual BBQ

Health & Safety June Summary

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. A group inspection was completed at the Point Clark Lighthouse with the Huron-Kinloss committee. A group inspection was also completed with the Ripley-Huron Fire Department committee.

Incident Reporting: There were no incidents in June.

Joint Health and Safety Committee: The Township of Huron-Kinloss and Ripley-Huron Fire Department committees met in June.

Updated or Created Policies and Procedures: SOP CS 18 Gas Powered Trimmer, SOP CS 19 Power Mower and SOP CS Riding Mower.

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 \(publichealthgreybruce.on.ca\)](http://publichealthgreybruce.on.ca)

The Grey Bruce Public Health Weekly vaccine schedule can be viewed here [Weekly Vaccine Schedule \(publichealthgreybruce.on.ca\)](http://publichealthgreybruce.on.ca) Residents can also contact local pharmacies for vaccine availability and scheduling.

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.

We are an accessible community that offers opportunities for everyone by having services and amenities nearby.

Respectfully Submitted By:

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

Report Approved By:

Mary Rose Walden, Chief Administrative Officer