



Staff Report

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

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

Department: Fire & Emergency Services

Date: Oct. 2, 2023

Report Number: FIRE-2023-10-35

File Number:

C11-FIRE-23

Attachments: None.

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report Number FIRE-2023-10-35, 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

Staff assigned to the Emergency Operations Centre who had not previously completed training attended IMS-100 and IMS-200. Incident Management System (IMS) training was delivered by the Bruce Sector Field Officers from Emergency Management Ontario. Additionally, staff attended an overview of the importance of scribes and note taking.

Two Special Event Permits were issued in September. One permit to Lucknow Agricultural Society for the Lucknow Fall Fair and one permit to the Ripley Agricultural Society for the Ripley Fall Fair.

Health & 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 distributed to applicable staff to complete.

Incident Reporting: There were no incidents in September.

Joint Health and Safety Committee: No committees met in September and all committees are within compliance as meetings are required every three months.

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