



The Corporation of the Township of Huron-Kinloss

Staff Report

Report Title: Emergency Management August 2025

Date: Sep. 3, 2025

Report Number: FIR-2025-18

Department: Fire & Emergency Services

File Number: C11 FIR 25

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

Attachments: None

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report FIR-2025-18 prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator-CEMC;

AND FURTHER authorizes the Community Emergency Management Coordinator (CEMC) to issue the Special Events Permit for Ripley Agricultural Society Annual Fall Fair 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 which meet certain criteria.

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.

Discussion/Analysis/Overview:

The Special Events By-law stipulates Special Events where more than 5,000 people are planned or anticipated to be in attendance only council has the authority to issue or refuse the permit.

The Ripley Agricultural Society organizers expect more than 5,000 spectators during the event.

Organizers have submitted the necessary applications, noise by-law exemptions, tent permits applications, and emergency planning documentation. Senior Staff will review the emergency response plan.

Three special event permit applications were received during August.

1. Ripley Agricultural Society Annual Fall Fair
2. Lucknow Agricultural Society Annual Fall Fair
3. Kites in The Fields

One special event permit was issued to Ripley Reunion in July and one special event permit was issued to Lucknow's Music in The Fields in August.

Financial Impacts:

There is no financial impact or budget implications associated with this report.

Performance Measurement:

N/A

Strategic Area:

- | | |
|---|--|
| <input type="checkbox"/> Embrace a thriving rural lifestyle | <input checked="" type="checkbox"/> Enhance Municipal Service Delivery |
| <input type="checkbox"/> Prepare for Inclusive Growth | <input type="checkbox"/> Ensure Financial Stability |

Strategic Goal: Facilitate Community Well Being

Respectfully Submitted By:

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

Report Approved By:

Jodi MacArthur, Chief Administrative Officer