



The Corporation of the Township of Huron-Kinloss

Staff Report

Report Title: Health and Safety 1st Quarter Report 2022

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

Department: Chief Administrator Officer

Date: Apr. 4, 2022

Report Number: CAO-2022-04-11

File Number:

H04-HEA22

Attachments:

Recommendation:

That the Township of Huron-Kinloss Committee of the Whole receives for information Report Number CAO-2022-04-11, prepared by Mel Moulton, Emergency Services/ Health & Safety Coordinator.

Background:

The following report covers the period of January 1 – March 31, 2022.

Discussion:

COVID-19: Public Health recommendations continue to be monitored with various policies and procedures in place to mitigate the health concerns. All pandemic related policies and procedures remain in effect for township employees to ensure additional protection and to protect our continuity of operations as positive cases remain within the community.

Training: The new hires within the first quarter received Orientation training. Additional employees required and completed ministry approved working at heights and elevated work platform training. The Emergency Services/ Health & Safety Coordinator, and various members of both the Lucknow and Ripley fire departments completed public safety sector specific Joint Health and Safety Committee training. The Emergency Services/ Health & Safety Coordinator has also completed several training requirements for the CEMC role.

Inspections: Regular monthly inspections were performed at Township facilities. The addition of the dedicated health and safety role allowed for more thorough inspections. Having additional experience and seeing facilities through a new lens led to more findings. Corrective actions have been discussed, action owners and due dates have assigned with

many items already completed. Directors, Supervisors and Employees have all been welcoming and open to joining inspections to learn how to enhance the safety within workspaces.

Internal Procedures: There were no changes to internal procedures during the 1st quarter.

Joint Health & Safety Committees: The JHSCs for regular Township staff, Lucknow Fire Department and Ripley Huron Fire Department conducted 1st quarter meetings. Review of Terms of Reference documents and establishing committee co-chairs have been discussed.

Incident: Three separate incidents occurred involving Township equipment and employees. Incident investigations have been completed, corrective actions implemented as required and reports are in final stages of review and close out.

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 2022 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

Approved By:

Mary Rose Walden, Chief Administrative Officer