

**Recommendation:**

That the Clerk's Office-2023-08 report, dated April 4, 2023, regarding a new draft Refrigeration Plant Safety Policy be received,

- That Council endorse the direction of this draft policy and request that staff created the required appendices for this policy and bring back the finalized version for approval.

**Overview:**

The Township of Douro-Dummer currently operates two refrigeration plants. One is located within the Warsaw Community Centre and the other is located within the Douro Community Centre. These plants maintain the ice sheets that provide the community access to recreational services and activities within the Township. Refrigeration plants are regulated to ensure the safety of the operators who oversee day-to-day operations and to the public who use facilities that have refrigeration plants. The regulation that governs refrigeration plant operations and safety is the Ontario Regulation 219/01 under the Technical Standards and Safety Act, 2001.

Currently, there is no Township policy that recognizes this regulation and the framework it sets out for standards and safety within refrigeration plants. What this proposed policy aims to accomplish is to codify the standards laid out within the provincial regulations for Township application within refrigeration plants. This policy includes outlining refrigeration plant administration, employee training standards, logbook entries, equipment inspection standards, and contractor roles and expectations. Many of the practices included within this policy are already being followed by recreation staff. Township refrigeration plant operators are aware of and follow these regulations set out by the province currently. While recreation staff follow standard procedures set out by regulation, there are certain best practices informed by industry professionals that are unknown to staff. This policy incorporates some best practices set out by the Ontario Recreation and Facilities Association to improve safety and bring best practices up to date and improve current procedures. Most importantly though, is that this policy will codify these as standards as official township policy to improve safety.

This Policy will also call for workplace-specific training plans in an effort to further increase safety within the refrigeration plants. These plans are designed to familiarize staff that work within the refrigeration plants with the specific safety hazards and inspection requirements required to maintain safety. There will be two of these plans developed, one for the Warsaw Community Centre and one for the Douro Community

Centre. These plans will be based upon the specific nuances of each plant and will only require staff time to complete.

**Conclusion:**

As the Township streamlines and updates its policies in all departments following recommendations from the Service Delivery Review, policies like the Refrigeration Plant Safety Policy should be seen as the beginning of policy modernization, and also a commitment to safety for staff and the public. The current lack of policy regarding the day-to-day operations of Township refrigeration plants is a gap that leaves the Township liable in case of a serious accident. This policy addresses this issue by providing guidelines based off of current government regulations and industry best practices.

When this policy is in place, it will improve the Township's understanding of provincial regulation, reduce Township liability, and promote a better culture of safety and responsibility within Township facilities. This policy could set a standard of research and detail expected within new and updated policies.

**Financial Impact:**

There are no immediate financial impacts of this draft policy. Financial impacts may change in the future in the case of higher training regulations or standards set out by the provincial government.

**Strategic Plan Applicability:**

To develop and/or assist with the development and delivery of social and recreational programs as well as effectively maintaining and updating recreational facilities to promote healthy lifestyles and meet the broad range of community needs.

**Report Approval Details**

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|----------------------|--|
| Document Title:      | Refrigeration Plant Policy .docx         |
| Attachments:         | - Refrigeration Plant Safety Policy.docx |
| Final Approval Date: | Mar 31, 2023                             |

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

**No Signature - Task assigned to Elana Arthurs was completed by workflow administrator Anu Mundahar**

Elana Arthurs