

THE CORPORATION OF THE MUNICIPALITY OF HASTINGS HIGHLANDS

BYLAW 2018-098

**BEING A BYLAW TO FORMALLY ADOPT A COOLING CENTRE POLICY
FOR THE MUNICIPALITY OF HASTINGS HIGHLANDS.**

WHEREAS the *Municipal Act* 2001, c. 25 S.O. 2001, as amended allows a Municipality to pass bylaws respecting matters in its jurisdiction;

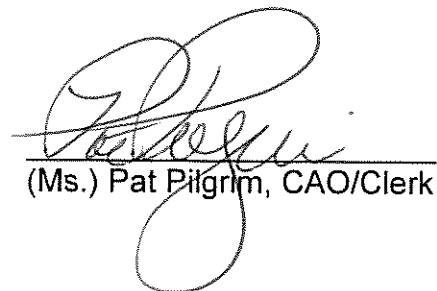
AND WHEREAS the Council of the Municipality of Hastings Highlands deems it desirable to adopt certain policy statements with respect to Cooling Centres that will provide guidance to both Council and Staff as to the guidelines for the opening and operation of certain air-conditioned municipal buildings as Cooling Centres;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF HASTINGS HIGHLANDS ENACTS AS FOLLOWS;

1. **THAT** the Council of the Municipality of Hastings Highlands hereby formally adopts the Cooling Centre Policy attached hereto as Schedule "A" to this Bylaw;
2. **THAT** this policy is designed to be implemented in accordance with the governing legislation. Should there be any incongruences between the policy and the governing legislation, the provisions of the governing legislation will prevail; and
3. **THAT** this Bylaw shall become effective upon passing.

ENACTED and **PASSED** in Council this 15th day of August 2018.


Vivian Bloom, Mayor


(Ms.) Pat Pilgrim, CAO/Clerk



SCHEDULE "A" TO BYLAW 2018-098

Municipality of Hastings Highlands- Corporate Policies and Procedures			
DEPARTMENT: Administration			POLICY #:
POLICY: Cooling Centre Policy			
DATE: Aug/18	REV. DATE:	COVERAGE:	PAGE #: 1-4

PURPOSE:

The purpose of this policy is to provide guidelines for the opening and operation of certain air-conditioned municipal buildings as Cooling Centres in extreme heat conditions for residents to gain respite from the heat.

POLICY STATEMENT:

Through this policy, the Municipality of Hastings Highlands aims to:

- Ensure a response to protect public health and safety during extreme heat
- Define roles and responsibilities surrounding Cooling Centres
- Develop and disseminate information and public education using media

SCOPE:

The scope includes monitoring the weather forecasts for heat and smog notifications and when Environment Canada forecasts a humidex of 40 or more for at least two consecutive days.

TITLE:

This bylaw shall be called the **Cooling Centre Bylaw**.

ACTIONS/PROCEDURES:

Heat Advisories:

Heat Advisories are based on three extreme heat thresholds:

- Level 1 – Heat Alert
 - 36°C or humidex for at least two consecutive days with no SMOG alert

Residents are “reminded” to take steps to avoid heat. Air conditioned public locations and establishments are promoted for heat relief.

- Level 2 – Heat Warning
 - 36°C or humidex for at least two consecutive days with SMOG alert or
 - 40°C or humidex for at least two consecutive days with no SMOG alert

At this time the Municipality of Hastings Highlands, if necessary, will open Cooling Centres for residents and staff them, as required.

Who is at Risk?

- Seniors and young children
- People who are not acclimatized (when your body has not adapted to the climate)
- People taking certain medications such as anti-Parkinson medication and antidepressants.
- People with chronic illness including cardiac and respiratory conditions, dementia or mental illness

Heat becomes especially difficult for people at risk when there is a “lack of protective factors”. These include:

- No access to air conditioning
- Poor fluid intake (need a minimum of 6-8 glasses, 250ml = 1 glass)
- Use of caffeine-containing drinks (including coffee, tea, colas)
- Drinking alcohol (as it is dehydrating)

Surveillance:

The Community Emergency Management Coordinator (CEMC) or the alternate CEMC will monitor Environment Canada forecasts and warnings. Based on the above criteria, they will open Cooling Centres and staff them as required.

Communication:

The CEMC will notify the Emergency Information Officer (EIO) and the municipality will put on their website notification of an extreme heat alert and a link to the Emergency Preparedness to proactively advise their residents on the effects of extreme heat and how to prevent dehydration, heat exhaustion, heat stroke and even death.

The CEMC will contact the Administrative/Community Services Coordinator to reserve the Hastings Highlands Centre and the Lake St. Peter Community Centre.

The CEMC will contact service providers to the vulnerable. (Community Care)

Notifications:

The CEMC/EIO will notify the opening of the Cooling Centres and their locations:

- Employees of the municipality
- The Moose FM

- Municipal website
- Municipal Facebook page

COOLING CENTRE LOCATIONS:

The following buildings may be used as Cooling Centres:

- **Hastings Highlands Centre:** 33011 Hwy 62, Maynooth, ON K0L 2S0
- **Lake St. Peter Community Centre:** 5 Boulter Lake Rd, Lake St. Peter, ON K0L 2K0

Cooling Centres will be open from 10am to 8pm.

Staffing:

On duty staff could be augmented by volunteers.

Setup Requirements for Municipal Buildings:

- Air Conditioning will be set
- Chairs and tables setup
- Water from the tap will be offered
- Paper/Styrofoam cups will be supplied, if necessary

Notification:

The following are groups or agencies that should be notified when the Municipality opens Cooling Centres:

- Day Care Centres

SAMPLE OF A MEDIA CORRESPONDENCE:

COOLING CENTRE OPENING

For Immediate Release to: employees/radio/municipal website/municipal Facebook page

DATE: _____

The Municipality of Hastings Highlands is issuing a Heat Warning for (date). A heat warning is automatically declared when Environment Canada forecasts a humidex of 40 or more for at least two consecutive days. Today's forecast is for a high of XX with a humidex reading of XX. The Municipality is following this situation closely. Extreme heat can cause dehydration, heat exhaustion, heat stroke and even death.

The Municipality of Hastings Highlands will be opening centres at:

- Name of building and location: list opening and closing times

Tables, chairs, and water will be available.

The Municipality of Hastings Highlands is encouraging people to check on the elderly, especially those who live alone. The very young, the old and the chronically ill are at greatest risk. However, anyone can suffer from heat-related illnesses especially in the summer when people have not yet acclimatized.

Information is available by calling the Municipality of Hastings Highlands at (613)-338-2811 or visit the municipal website at www.hastingshighlands.ca or the municipal Facebook page <https://www.facebook.com/hastingshighlands/>