



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: R. Wayne Ward
Position: Manager Parks, Recreation, Facilities & IT
Title / Subject: Electrical Safety Authority CSS Program
Date of Report: August 2, 2023
Date of Meeting: August 14, 2023
Report No: 2023-PRF-021

1.0 Issue / Origin

In September 2022, staff met with Tom Brohm, a Senior Inspector with the Electrical Safety Authority to discuss the ESA CSS (Continuous Safety Services) program.

2.0 Background

The ESA CSS program streamlines the permit, inspection and safety process to ensure compliance with the Electrical Safety Code. The program allows for an online permitting and inspection portal.

3.0 Analysis

The CSS program and portal provides the Township with access to the electronic logbook for any electrical work being performed at any of our sites. We are able to control which contractors have access to the portal for Township purposes and can see inspection reports and logs.

The Township has instituted this at 17 different locations throughout the Township. The initial inspections were completed in each town during the months of April and May.

All sites received an initial report even if there were no deficiencies. However, all but one site did have at least one deficiency.

Working with our electrical service providers 99% of the deficiencies have been addressed with the remaining items waiting for parts to be shipped and the work to be scheduled in conjunction with operations at the appropriate facilities.

There were also recommendations of items that are potential issues that if not addressed will likely become deficiencies. These include trimming of trees near high voltage lines and replacement of service poles.

These items will be part of the 2024 budget submission process to address them before being noted as a deficiency.

4.0 Related Policies / Procedures

None

5.0 Financial / Budget Assessment

The annual cost for the program is \$4,554 plus HST and increases annually with CPI.

This cost includes the online portal and the cost of inspections.

To date we have paid almost \$18,000 in repairs and still have approximately \$12,000 to be completed when the parts arrive.

The cost per site have been allotted to each location where there is a line item in the budget or to public buildings in general. The costs of repairs are being captured in the operating budget or are part of the arena repairs approved in capital budget for 2023. Most large repairs are within the arena buildings.

The costs for the program will be included in the 2024 operating budget. Staff will determine if the items to be addressed in 2024 will be capital or operating upon further review of potential costs.

6.0 Climate Change Impacts

By maintaining properly operating electrical services there is opportunity for reduced electrical consumption which in turn reduces GHG emissions.

7.0 Communications

None.

8.0 Conclusion

The CSS program is an important component of asset management and building maintenance as it provides a service to ensure the safety of the buildings electrical system and in turn provides a safe working and public environment through inspections and proper documentation.

9.0 Recommendation

BE IT RESOLVED THAT Council receive report 2023-PRF-021.