



Town of Cobourg Waterfront Safety Manual

The Value of Safe Waterfronts

A safe waterfront adds value to a community, minimizes incidents, and provides safe recreational opportunities for local citizens and visitors. Everyone can play a role in making the Town of Cobourg's water recreation areas safer. It begins with recognizing that there are hazards and risks associated with recreation and commercial activities that take place in, on or near water. The Town of Cobourg, their patrons and the public in general can all take steps to avoid or minimize risks and make waterfronts safer for everyone.

The Town of Cobourg acknowledges the importance and good work that user groups provide for its citizens as community partners. The Town supports user groups and their programs in the Waterfront Area.

The Town of Cobourg commits to the following:

Clearly communicating the rules and procedures of the waterfront to all waterfront users and explaining why they exist.

SIGNS (TOC Sign By-Law - 8-2009)

1. The Town will use signs for safety and operational issues such as:
 - Warning and advising users of potential dangers and hazards
 - Clearly communicating which activities are restricted
 - Safeguarding assets
 - Instructing people what to do in case of an accident or emergency, and
 - Communicating the rules and regulations.
2. The Town shall ensure the signs are in good condition and replace any damaged or missing signs within a reasonable amount of time.
3. The Town shall evaluate on a yearly basis the location and effectiveness of the signage and adjust the wording or locations for more effective communication.

Staff will endeavour to advise the users of any signs that will be installed.

HAZARDOUS SITUATIONS

The Town will have to deal with hazardous or potentially hazardous situations such as:

- Mooring lines that cross floats, piers or walkways,

- Shore power cords and extension cords that are in poor conditions or poorly secured, hang in the water, or obstruct the walkway, and
- Listing or sinking vessels, and vessels that represent a navigational hazard.
- Fueling at pumps and docks, changing oil / disposal
- Anchor safety, policy for harbour anchoring

GARBAGE AND WASTE DISPOSAL

Collection

- No garbage, waste or other debris may be discharged or disposed of in the harbour water. The Town is responsible for providing properly identified garbage containers at the harbour and staff will place them in areas that are accessible to users. Garbage collection occurs on a regular basis and staff shall pick up loose garbage on a daily basis from walkways, west harbour beach and the marina parking lot, while performing the daily safety checklist.

ELECTRICAL

1. Utilities

- The Town will ensure that electrical systems on Town property are well maintained.

2. Electrical Power

- The Town will ensure that a qualified electrician inspects the electrical system and conducts seasonal start-up procedures.
- The Town will monitor stray electrical currents along each dock using a shore power current tester on a monthly basis. Test results will be documented on the designated form. Any readings that indicate a warning will be communicated to the vessel owner.
- The Town is responsible for ensuring that harbour facilities are safe and operational within normal operating circumstances. Regular visual inspections will help identify unsafe conditions and potential problems.

CLOSING THE HARBOUR AREA

Major environmental hazards or spills (a discharge of a pollutant that is abnormal in quantity or quality into the natural environment can pollute drinking water, streams, beaches, soil and can harm humans, fish and wildlife) may require closing of the west harbour beach area, including the boat ramp.

E-COLI LEVELS

E-coli levels in the harbour may exceed safe levels for secondary contact recreation use at times (canoeing, kayaking, SUP, sailing, fishing). In this case the Town will erect a warning sign to alert users of the e-coli levels and that they utilize the harbour water at their own risk. E-coli levels are to be updated weekly, with signage reflecting the new levels. The Town commits to work co-operatively with user groups and to seek solutions that will assist in reducing any e-coli contamination in the harbour.

All functions carried out by Town staff shall follow all Provincial and Corporate Health and Safety policies and procedures to protect themselves as well as visitors to the harbour. The Town of Cobourg will follow the Health Unit guidelines.

LIFESAVING EQUIPMENT TO BE INSTALLED BY THE TOWN OF COBOURG

Cobourg Waterfront Operations Staff will be responsible for all harbour safety stations, spill response equipment, highlighting of emergency ladders, lighthouses, navigable depth communications and Notices to Mariners

USER GROUPS/CLUBS

The Town of Cobourg requires the following from groups that regularly use the harbour:

- For user groups that are members of Provincial and/or National Organizations, they will follow their own professional groups safety guidelines and submit same to the Town of Cobourg Marina Staff by June 1 of each year
- Provide Marina Staff with their safety Manual by June 1 of each year
- Submit insurance to the Town of Cobourg and name the Town as an additional insurer minimum of \$2,500,000.00 (SCALED APPROPRIATELY) depending on activity
- To communicate with the Marina Staff or designate any issues that may arise, i.e. boat sinking, debris in water etc.
- Provide the Marina Staff with an up to date list of key contact people for their group
- By June 1, provide to the Marina Staff an overview of their basic schedules, i.e. the timing of classes, day camps, races, practices and training.

MUNICIPAL BYLAWS

All staff and user groups will adhere to additional rules and regulations as outlined in the Town of Cobourg By-Laws.