

Report CCR-PCD-24-15

To: Chair Wright and Members of the Planning and Community Development Committee
From: Petal Furness, Manager Grey Roots Museum and Archives
Meeting Date: August 13, 2015
Subject: **Off-Site Steam Traction Engine Exhibition Procedure**
Status: Recommendation adopted by Committee as presented per Resolution PCD104-15; Endorsed by County Council September 1, 2015 per Resolution CC125-15;

Recommendation(s)

WHEREAS Grey Roots has several requests per year for the Steam Traction Engine to participate in local events;

AND WHEREAS MS-GR-002 being the Grey Roots Collections Management Policy (approved April 7, 2015) includes an off-site steam traction exhibition procedure;

AND WHEREAS the Steam Traction Engine Exhibition Procedure needs to be updated to include present day safety requirements;

NOW THEREFORE BE IT RESOLVED THAT Report CCR-PCD-24-15 be received;

AND THAT MS-GR-002-002 being the Stream Traction Engine Exhibition Procedure be endorsed.

Background

Steam Traction Engines from the turn of 19th century have a significant value and importance to Grey County's history. Grey Roots has preserved this history and maintains operating steam traction engines for the benefit of the public in understanding the history of agriculture, steam power, and Grey County.

Not only is there a strong fascination with the operation of steam traction engines – the smell of the smoke, the sight of the steam, and the sounds of the whistle – there is also risk. The risk must be managed in order to ensure the continued ability to bring life to our history through the demonstration of these colossal steam engines.

Beyond the actual boiler, risk is further managed through standard operator qualifications and the owner's responsibility to ensuring the safe operation of the steam

traction engines. The updated procedure includes current Technical Standards and Safety Authority (TSSA) requirements for the operator as well as maximum safety valve pressure. Another update includes spotters - people walking alongside the steam engine to make certain the pathway is clear. Although the new safety procedures are currently in practice, staff thought it prudent to update the procedure to fully define these changes.

The operation of a steam traction engine includes, but is not limited to, the lighting of the fire, blowing down the boiler, checking gauges and levels, draining steam from the cylinders, having a fire on and transferring energy to the water, having steam in the boiler, belting up to other equipment, or putting in motion the steam traction engine.

As well as its on-site use for special demonstrations, at present limited to locomotion of the steam traction engine on-site and the steaming of corn and potatoes to the delight of visitors, the engine is available for a limited schedule of demonstrations at off-site events throughout Grey County or neighbouring Bruce County. Off-site demonstrations are an excellent way to raise awareness of Grey Roots and Moreston Heritage Village and to liaise with like-minded individuals and organisations.

Financial / Staffing / Legal / Information Technology Considerations

There are no Legal or IT considerations arising from this report.

Link to Strategic Goals / Priorities

Strategic Action Items 3.3: Securing our place as Ontario's Recreation Jewel; Continue development of Grey Roots as a premier cultural attraction and community supported museum and archives; and 6.9 Achieving excellence in governance and service

Attachments:

Off-Site Steam Traction Engine Exhibition Procedure

Respectfully submitted by,

Petal Furness
Manager, Grey Roots Museum and Archives

Director Sign Off: *Sharon Vokes*



Off-Site Steam Traction Engine Exhibition

Procedure

Approved by:

Date Approved:

Last Revision Date: November 2012

Replaces: 2004

Scheduled for Review by: 2020

Procedure Number: MS-GR-002-002

Section: Municipal Services

Sub Section: Grey Roots

References and Related Documents

[MS-GR-002 Grey Roots Collections Management Policy March 4 2015](#)

Statement

Grey Roots Museum and Archives' Robert Bell Steam Traction Engine (herein referred to as the steam traction engine) was restored to functional use in the 2011-2012 operating season. In a day when fewer and fewer of these machines are being maintained for public presentation purposes, the steam traction engine is in high demand for special exhibitions, parades and fall fairs because of its large size, rarity and historical connection to the County. The steam traction engine is displayed and occasionally demonstrated at Grey Roots. It will power the Herb Miller Sawmill in Moreston Heritage Village beginning in 2016. The steam traction engine is also made available for a limited schedule of demonstrations at off-site events within Grey County. As stated in the Exhibition Policy, Grey Roots is committed to offering a variety of exhibits to the public. Linking the communities of Grey County to its heritage is the mandate of Grey Roots. The cost of fuel and transportation, as well as the time required for preparing the engine for off-site demonstrations are considerable.

Purpose

Grey Roots strives for accuracy of information, community relevance, effective communication, learning opportunities and the safe and effective display of artefacts and archival documents in all its exhibits.

Scope

This exhibition policy will outline the conditions under which the use of the Steam Traction Engine can be contracted for exhibit and further this procedure will outline how the steam traction engine is to be exhibited in order to protect the integrity of this valuable and

irreplaceable Grey County industrial artefact, while still meeting Grey Roots' existing Exhibition Policy.

Roles and Responsibilities

1. The Off-Site Steam Traction Engine Exhibition Policy and the Off-Site Steam Engine Application Form will be approved and amended in keeping with the Grey Roots mission statement by the Planning and Community Development Committee.
2. The Facilities Supervisor and the Collections Manager are jointly responsible for the maintenance, housing, tracking and conservation of the steam traction engine as both industrial machinery and an historic artefact. The Collections Manager is responsible for ensuring maintenance logs are kept up-to-date.

Operational Conditions

1. All steam traction engines contracted for use must have a current certificate of operation as mandated by the Technical Standards and Safety Authority (TSSA).
2. All steam traction engines are limited to a maximum safety valve pressure of 100 psi.
3. The operation of a steam traction engine includes, but is not limited to, the lighting of the fire, blowing down the boiler, checking gauges and levels, draining steam from the cylinders, having a fire on and transferring energy to the water, having steam in the boiler, belting up to other equipment, or putting in motion the steam traction engine. The term "under fire and pressure" will be used interchangeably with "operating a steam traction engine."
4. At all times while the steam traction engine is under fire and pressure, it will be operated and demonstrated by a museum staff person and a volunteer – one of which must hold be a licensed Limited Power Engineer Traction Engine Operator holding a valid Steam Operators Certificate of Qualification from the TSSA. A museum staff person may operate and demonstrate the steam traction engine alone if he/she holds the appropriate TSSA qualification.
5. In training or apprenticeship situations where no public is present during operation, an un-licensed operator may be in immediate control of the steam traction engine while under the direct supervision of a licensed operator. Note that supervision is defined in this case as both operating plus training, and requires the licensed operator to be on the steam traction engine.
6. When the steam traction engine is being operated in the presence of the public such as public demonstrations, the licensed operator must be on the steam traction engine and in a position of immediate control.
7. When the steam traction engine is being operated in the presence of the public such as public demonstrations, there shall be no operator training. The attention of the licensed

operator must be solely focused on the operation of the steam traction engine and on the public.

8. When the steam traction engine is being operated in the presence of the public such as public demonstrations, there must be a means in place of monitoring and ensuring the public are not in the path of travel or in close proximity to be injured through contact with the steam traction engine. This may be accomplished by barriers, spotters walking along side of the steam traction engine in direct communication with the operator, by using a two operator system, or any combination of these measures.
9. When using a two operator system to operate the steam traction engine, one person must be identified as “in charge and control” of the operation. This person must be identified.
10. The requirement to promptly report any defects of the steam traction engine that may arise or become known that might render the steam traction engine unsafe is mandatory.
11. The requirement to report all incidents related to steam traction engine operation including injuries such as burns or strains, etc. related to operating the controls, is mandatory.
12. For any given year, a maximum of three events will be considered on their individual merits up to March 31. After March 31, any vacancies will be considered on a first come basis. If the schedule is filled in a given year, a prospective client will have the option of being moved onto the list for the following year. The engine will not visit the same location more than once in any given year, nor, will it be scheduled to the same location in consecutive years, without prior consent of the Planning and Community Development Committee.
13. One of the three events as stated above shall be reserved as “Grey County Warden’s choice.” This event shall be exempt from the March 31 deadline, but shall be required to have three months written notice by way of a complete Off-Site Steam Traction Engine Exhibition Application submitted to Grey Roots Museum & Archives.
14. The constraints of the above notwithstanding, additional special circumstance requests may be entertained at the discretion of the Planning and Community Development Committee.
15. The applicant organization, company or municipality will name the Grey County Museum and Archives and the County of Grey as being covered by a minimum of two million dollars of liability insurance for the duration of the Grey County Museum & Archives and the County of Grey’s involvement with an event. Proof of insurance coverage will be provided to the Manager of Grey Roots Museum & Archives and no later than two weeks before the event is scheduled to take place.
16. The host will make provision for both clean and dry hardwood fuel, cut and split into stove wood dimensions, as well as a supply of clean water, under pressure from a garden size hose to the engine at the demonstration site.

17. Fuel quantity required will vary with the nature and duration of the engine's participation but a minimum of two face cords should be available. In the case of a parade, water and fuel must be both at the starting point of the parade and at the terminus. When operating a steam engine, running out of fuel is an inconvenience; RUNNING OUT OF WATER CAN BE A DISASTER. As an additional safety precaution for parade purposes, a mobile water supply should be available to the engine at short notice along the parade route, should the engine be delayed along the route for a time beyond the capacity of its onboard tanks. This can be accomplished by a local fire department pumper or tank truck following a reasonable distance behind the engine in the parade.
18. The host will ensure that the engine is situated at a reasonable distance from horses and other large farm livestock so that the same will not be unduly alarmed by the noise of the pressure safety valve or the whistle.
 1. As part of an off-site traction demonstration, the engine may pull a light farm wagon type "float" in a parade or drive a piece of machinery for short durations, so long as the traveling surface is not asphalt. The steel wheels on the 1921 Robert Bell Engine prevent it from being operated on asphalt. Therefore, parades on asphalt roadways will be limited to the engine being on a gooseneck float, not operating on its own power.
 2. The host will pay all transportation float costs for the trip, using an operator of the Museum's preference. If however, the host can negotiate the donation of float services of a reliable operator of its own choosing, the museum will consider this, provided the float is of the drop-gooseneck type. The engine must be loaded under its own power by an operator with a Certificate of Qualification as defined by the Technical Standards and Safety Act (TSSA), as well as having a museum staff member supervising the loading and unloading.
 3. The steam traction engine is fairly reliable in its operation; however, it is a restored historic mechanical device and not immune to unforeseen breakdown. Once at the requested site, if the engine cannot participate for any unforeseen reason, mechanical or otherwise, the client remains responsible for the safe return transportation of the engine, the cost(s) associated, and the other host obligations as written above.
 4. A request to demonstrate the engine will only be considered upon receipt of a completed copy of the Off-Site Steam Traction Engine Exhibition Application (see Attached) and proof of insurance documents (as per 15.).



Off-Site Steam Traction Engine Exhibition Application

Date:

Applicant group name:

Address:

Postal code:

Phone:

Cell:

E-mail:

Primary contact:

Alternate contact:

Operator(s):

Applicant's insurance company:

Policy number:

Requested participation date: (Month/Day/Year):

Event:

Location (town, facility or grounds):

Date/Time event begins: _____ am/pm

Requested arrival time: _____ am/pm

Date/Time event ends: _____ am/pm

Arrival location **if different** from event location (facility/grounds):

Participation activity requested (parade, stationary exhibit, driving saw, separator, etc):

The undersigned, as representative of the applicant named above, agrees on behalf of the latter to fulfill the obligations set out above (over):

Applicant Signature: _____

Date:

Manager, Museum and Archives: _____

Date: _____

Please forward all applications by mail or fax to:

Rosa De Francesco, Assistant to the Manager
Grey Roots Museum & Archives
102599 Grey Road 18, RR4
Owen Sound, ON N4K 5N6
Phone: 519-376-3690 ext. 6104
Fax: 519-376-4654