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# HALDIMAND COUNTY

## Report EMS-05-2018 Adoption of the 2018 Haldimand County Emergency Management Program



For Consideration by Council in Committee on December 11, 2018

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### OBJECTIVE:

To adopt a by-law that recognizes the Haldimand County Emergency Management Program and Emergency Response Plan as being current and meeting the 2018 provincial requirements.

### RECOMMENDATIONS:

1. THAT Report EMS-05-2018 Adoption of the 2018 Haldimand County Emergency Management Program be received;
2. AND THAT a by-law amending the Haldimand County Emergency Management Program outlined in Report EMS-05-2018 be presented for enactment;
3. AND THAT the Annual Emergency Management Program Statement of Completion be signed by the Mayor and Community Emergency Management Coordinator, and be submitted to the Ontario Fire Marshal and Emergency Management.

**Prepared by:** Jason Gallagher, Manager of Emergency Services/Fire Chief

**Respectfully submitted:** Craig Manley, MCIP, RPP, General Manager of Community and Development Services

**Approved:** Donald G. Boyle, Chief Administrative Officer

### EXECUTIVE SUMMARY:

The Community Emergency Management Program and the Haldimand County Emergency Response Plan meets the current needs and is required to be adopted by Council in order to be in compliance with Emergency Management Ontario regulations.

Upon adoption of the Emergency Management Program and the corresponding Emergency Response Plan by-law, the "Annual Emergency Management Program Statement of Completion" (Attachment 1) can be signed by the Mayor and Community Emergency Management Coordinator, and be submitted to Emergency Management Ontario.

### BACKGROUND:

The *Emergency Management and Civil Protection Act* requires each Ontario municipality to develop, implement and maintain a Community Emergency Management Program. There are eleven elements that are required annually for a municipality to maintain compliance. These are outlined in the Analysis section below. The components of this program require an annual review and adoption of the

Emergency Response Plan and an adoption of the Community Emergency Management Program through a Council approved by-law.

The Emergency Services Division coordinates the Haldimand County Emergency Management Program. The Manager of Emergency Services, Jason Gallagher (as appointed by Council) continues to act as the primary Community Emergency Management Coordinator (CEMC). The two alternate CEMC's (as appointed by Council) are Deputy Fire Chief Rodger Hill and Deputy Paramedic Chief Don Otterman. All CEMC's will maintain current provincial certification.

Throughout 2018, the Emergency Services Division has worked diligently to ensure that the eleven core components were met and improved upon as required.

## **ANALYSIS:**

The eleven core components required for compliance include:

- 1) Designation of a Community Emergency Management Coordinator (CEMC)
  - Haldimand County has one primary CEMC and two alternate CEMC's.
- 2) There has been the formation of an Emergency Management Program Committee (EMPC)
  - Haldimand County has a Council approved Emergency Management Program Committee.
- 3) The municipality has reviewed the Hazard Identification and Risk Assessment (HIRA)
  - The Hazard Identification and Risk Assessment has been reviewed and revised by the Emergency Management Program Committee in 2018.
- 4) The municipality has identified its critical infrastructure (CI)
  - The critical infrastructure identification has been reviewed in 2018 by the Emergency Management Program Committee.
- 5) The municipality's by-law adopting its Emergency Response Plan is current
  - The attached by-law will adopt the Haldimand County Emergency Response Plan. Haldimand County's Emergency Response Plan required a significant review and revision in 2018 due to changes in the Corporate Organizational Structure and implications relative to responsibilities within the emergency plan.
- 6) There has been annual training provided to the municipality's Emergency Control Group and Emergency Operations Center support staff and the Emergency Control Group and Emergency Operations Center support staff have conducted an annual exercise
  - Training completed October 26, 2018: Enbridge, conducted Pipeline Emergency Response.
  - Exercise completed November 16, 2018: Enbridge conducted an emergency Exercise in regards to Pipeline emergencies.
- 7) The municipality has designated an appropriate Emergency Operations Center (EOC)
  - The Cayuga Administration Building has been designated as the primary EOC and the Dunnville Multi-purpose Building has been designated as the alternate EOC.
  - The municipality's Emergency Operations Center has an appropriate communications system. The communications systems currently meet the needs of the Emergency Control Group and the EOC support staff.

- 8) Individual(s) have been identified to act as the Emergency Information Officer
  - The Supervisor of Corporate Affairs has been identified to act as Haldimand County's Emergency Information Officer.
- 9) The municipality had developed and implemented an Emergency Management public awareness program
  - The public awareness and education program has been continually active. In 2018, Haldimand County participated in Emergency Preparedness Week which was recognized in the month of May. The theme for 2018 was "Be Emergency Ready". Haldimand County's Emergency Services Division was busy with social media messages, static displays throughout the County, information on the County's website, and communications provided via local radio. Haldimand County's Emergency Services Division continues to use social media on a regular basis to communicate Emergency Management communications, as well as on Haldimand County's website.
- 10) The municipality has conducted an annual review of the Community Emergency Management Program
  - The Community Emergency Management Program has undergone continuous review in 2018 which culminated in a number of improvements.
- 11) The By-Law for Emergency Management Program must be adopted by Council
  - Supporting documentation will be submitted in regards to the by-law adopting the Program.

## **FINANCIAL/LEGAL IMPLICATIONS:**

Not applicable.

## **STAKEHOLDER IMPACTS:**

All departments within Haldimand County play a key role in the Community Emergency Management Program. Various stakeholders provide insight on key components which lead to overall program improvements.

## **REPORT IMPACTS:**

Agreement: No

By-law: Yes

Budget Amendment: No

Policy: No

## **ATTACHMENTS:**

1. Emergency Management Ontario Program 2018 Statement of Completion Form.