



Corporation of the Municipality of Temagami

Memo No.  
2018-M-058

## Memorandum to Council

Staff  
 Committee

<b>Subject:</b>	Temagami Emergency Plan - vacancies on the Municipal Emergency Control Group(ECG) and Emergency Management Program Committee
<b>Agenda Date:</b>	September 11, 2018
<b>Attachments:</b>	

### **RECOMMENDATION**

That Council consider the following motion:

BE IT RESOLVED THAT Council receive Memo 2018-M-058 regarding the Temagami Emergency Plan vacancies on both the Emergency Control Group and the Emergency Management Program Committee, AND FURTHER THAT Council appoint \_\_\_\_\_ to the position of Operations Manager in the Temagami Emergency Plan; AND FURTHER THAT \_\_\_\_\_ be appointed as the primary Community Emergency Management Coordinator(CEMC) for the Municipality; AND FURTHER THAT \_\_\_\_\_ be appointed to the Emergency Management Program Committee (EMPC).

### **BACKGROUND**

The Province's *Emergency Management and Civil Protection Act*, requires that Municipalities take certain measures to prepare for emergencies in their communities. The requirements under the Act include having Municipal emergency management programs and adopting Municipal emergency plans, which must be reviewed and exercised on a regular basis.

At present, The Temagami Emergency Plan Emergency Control Group has vacancies in two critical positions. The first is the nucleus for the implementation of and operations of the Emergency Control Group, currently identified in the plan as the CAO/Operations Manager. The position of Operations Manager should be held by a municipal staff member with supervisory authority to direct/reassign staff work priorities during an emergency.

The second vacancy is the primary CEMC, a position that should be also filled as soon as possible. Options to fill the position were previously provided to council in Memo 2018-M-019 when Councillor Koski was appointed to the position.

Section 9 of the Act requires, among other things, that an emergency plan shall establish a committee and designate employees to be responsible for reviewing the emergency plan. In the accompanying regulation, O. Reg. 380/04, it states in Section 11 that "Every municipality shall have an emergency management program committee." and states the composition of the committee, which includes municipal employees and "such members of the council, as may be appointed by the council" and "such other persons as may be appointed by the council".

Temagami's EMPC only consists of 3 staff members (Chief Building Official/municipal Law Enforcement Officer, the Temagami Fire Chief, and the Marten River Fire Chief) and 1 Councillor (C. Lowery as per Resolution No. 18-183) as a result of resignations of the CAO, the Municipal Clerk and Councillor Koski.

Council may wish to consider expanding the composition of the EMPC at this time, or wait until the committee provides recommendations on revisions to the Emergency Plan to reflect current Municipal staffing changes and achieve compliance with Guidance Note - Ontario Regulation 380/04 *Training Requirements for Municipal Emergency Control Group members*.

While it is anticipated recommendations arising from report on the declaration of Forest Fire Emergency will contain further recommendations for changes to the Emergency Plan, the need to address some of the gaps identified during the debriefing exercise is of less urgency in addressing the Ministry's training benchmark for Municipal Emergency Control Group members for 2018.

**Prepared by:**

**Reviewed by:**

<b>Jim Sanderson, Temagami Fire Chief / Alternate CEMC</b>	<b>Craig Davidson, Treasurer/Administrator</b>