



Corporation of the Municipality of Temagami

**Memo No.**  
2019-M-033

## Memorandum to Council

**Staff**  
 **Committee**

**Subject:** 2018 Emergency Recommendations

**Agenda Date:** January 24, 2019

**Attachments:**

### **RECOMMENDATION**

That Council receive Memo 2019-M-033 for information;

AND FURTHER THAT Council direct the Emergency Management Program Committee and the Treasurer/Administrator develop a plan and take the necessary steps to address the recommendations and responses.

### **INFORMATION**

Attached to this report is a report that includes recommendations arising from the 2018 Forest Fire Emergency. In each area there are also management responses to these recommendations. Alterations to the responses can be altered by Council and are up for debate.

Once Council is satisfied with the responses to the recommendation the next steps would be to plan and act on these. Some of them, such as researching the cost of repairing or replacing the map blotter and printer would fall to the budget process while others such as reviewing the status of the Arena as it relates to emergency uses would fall to the Emergency Management Program Committee.

**Prepared by:**

**Reviewed by:**

**Craig Davidson, Treasurer/Administrator**  
Name, Position

Name, Position

2018 Emergency Declaration  
Forest Fire – NM 069  
After Actions Report

**Communication Plan**

Recommendation

- a) Pre-prepared templates – Utilize ones developed – have digital versions easily accessible for Public Information Officer as well as some paper copies;
- b) Lay out how the communication plan will be implemented – must be achievable – inform public ahead of time where to find official messages
  - i. Message Boards – temporary to catch public’s attention – if achievable, install at Lake Temagami Access Point, Municipal Office, Community Hall and Marten River Firehall
  - ii. Boards must be updated daily or removed
  - iii. Promote municipal Facebook page as ‘official source’ – all municipal statements were posted in a timely manner but this was under-utilized by the community
- c) Official messages need to be on Municipal Letterhead – dated and numbered consecutively for ease of reference
- d) Put municipal message AHEAD of other agencies – accept outside agency input but municipality should make final decision

Response

Agree with the items noted especially that if it is our message we need to ensure we take priority. Other agencies also have their own communication but more often it is for a broader area.

**Contact list in plan**

Recommendation

- a) More timely updating of staff contact information
- b) Inform Municipal Emergency Control Group support agencies of changes and provide to other agencies on request

Response

Agreed. In order to accomplish the first item we should alter our employee information form to highlight the need to ensure up to date information is also shared with the Emergency Management Plan. We should also ensure that support agencies have an up to date list whenever changes are made to ensure calls when made are routed to the appropriate person.

## **Timing of Emergency Plan Desktop Exercises**

### Recommendation

- a) Municipal Emergency Program Committee should plan the timing of the annual emergency exercise with the appropriate season – don't have a forest fire exercise in the winter

### Response

Noted

## **Municipal Emergency Control Group**

### Recommendation

- a) TOO MANY in EMCG meetings – some meetings were over 30 individuals present
- b) Restrict attendance to MCEG meetings – only MCEG and support agencies

### Response

While there were more municipal people at most meetings than those on the Municipal Emergency Control Group the same is true for the support agencies. In addition to limiting municipal attendance to those on the control group our support agencies should ensure unless there are multiple people who have a spot on the agenda, the notion of sending one person to participate in the meeting and take information back should apply throughout.

Those members of the control group who are part of a larger group should ensure they understand part of their role is to inform others in their group what is going on and what the planned next steps are. For example, the Mayor would meet with Members of Council who are not part of the control group.

## **Update Emergency Plan**

### Recommendation

- a) Realign Municipal Emergency Control Group to a core group with most agencies as MCEG Support Agencies as required
- b) Identify specific staff to specific roles – job specific annual minimum training targets needed – followed up with cross training with limited staff resources
- c) Renew notification process
- d) Review/revise checklists and templates – know who is at the table (in person or by phone)

### Response

While there is general agreement it should also be remembered that with limited staff resources there is also limited time available for additional training. While targets can be set, having a fully functional emergency control group at the expense of a functioning municipality is counterproductive.

## **Emergency Evacuation**

### Recommendation

- a) Where to go – develop agreement with Temiskaming Shores (host community)
- b) Who is accounting for residents as they leave
- c) Better definition of the intended purpose of arena (evacuation or warming centre)
- d) No supplies/no information for the public or evacuees – developed as the incident evolved but should be incorporated into the plan as an appendix

### Response

While general agreement, perhaps we should look both north and south for host community agreements so we are not sending evacuees north if that is where the situation is. We do need a better system to track those who have been displaced as well as a better tools for those delivering the 'get out' message so the information and tracking can commence at first contact.

With the Public Health requirements for an evacuation centre, it may be better to consider the Arena a warming/cooling centre and a staging area should larger scale evacuations are necessary

Consideration could also be given to working with the appropriate DSSAB to tap into resources they may have as well as organizations like the Canadian Red Cross who can also be called on as required.

## **Lead Agencies**

### Recommendation

- a) Lead Agencies MUST be physically at the Emergency Operations Table
- b) If we encounter difficulty getting lead government agencies at physically attend MEEG meetings, demand the EMO officer use PEOC resources to encourage their attendance

### Response

Agreed. In person discussions whenever possible appear to generate a better discussion and response.

## **Maps**

### Recommendation

- a) Difficult to get appropriate large sized maps available and displayed during the first three days
- b) Municipal resources and infrastructure required to produce large maps
  - i. Replace/purchase new map plotter
- c) Investigate ability to include 911 numbers on mapping
- d) Maintain large scale maps for town and township with emergency management supplies

### Response

Getting the large printer and map plotter operational or replaced can be considered during budget deliberations. At the same time, the ability to contract this service with a quick turnaround should also be investigated for the most effective use of resources both in emergency management and for the municipality as a whole.

We can also work with the various filters available through our contracted GIS service for civic addresses as well as the location of various community resources. Large laminated maps could be produced for each neighbourhood in addition to the town and township.

## **Area Order and Implementation Orders were OUTSIDE the scope of the MECG**

### Recommendation

- a) Created a massive impact on the Municipality with originally defining road systems and then creating an outside boundary edge based on little understanding to Temagami Lake Access Points
- b) Municipality SHOULD HAVE BEEN involved at the inception – boundary decisions impacted our residents and created a whole lot of confusion that could have been avoided if only MNRF had pre-consulted the boundary edge of the implementation order with the Municipality
- c) Confusion with the first map released where boundaries ran down the middle of the lake resulting in splitting islands in half, including Bear Island/Temagami First Nation who then implemented their emergency plan and were preparing to evacuate
- d) Perception that MNRF had no LOCAL KNOWLEDGE of the Lake Temagami area
- e) Confusion with MNRF what the order was – Evacuate/Vacate – what it meant to private residences in the implementation zones

### Response

Not only did this situation lead to confusion within the Control Group but also had an effect on non-official messages and confusion over why one small area was evacuated and could not access (officially) their residences for quite some time while others in the same general area did not seem to have the same fate. The other comment could be that there was a great deal of municipal resources – staff and otherwise – that were devoted to a response that was being operated by the municipality. It also appeared that this effort was not only in support of property within the boundaries of the Municipality of Temagami but outside as well which is not something for which we should be contributing financially. In a large part, these comments relate to a recurring theme, more respect of the position of the Municipality to ensure the safety of residents and critical infrastructure.