

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 9, 2014

Item 29, Report No. 41, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on December 9, 2014.

29 EMERGENCY MANAGEMENT PROGRAM ANNUAL VERIFICATION

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Interim City Manager as the Chair of the Emergency Management Program Committee, dated December 2, 2014:

Recommendation

The Interim City Manager as the Chair of the Emergency Management Program Committee recommends:

1. That the Mayor and Community Emergency Management Coordinator (Fire Chief) be authorized to sign the Annual Statement of Completion (Attachment 2).

Contribution to Sustainability

N/A

Economic Impact

There are no costs associated with this report.

Communications Plan

The achievements of the Emergency Planning Program are published in the Vaughan Fire and Rescue Service Annual Report. Emergency preparedness information is posted on PrepE's Facebook page, twitter account and website. In coordination with Corporate Communications, emergency management information is posted in the City's e-newsletters and media releases are issued on specific initiatives.

Purpose

The purpose of this report is to provide an update on the program's activities to verify that the City has maintained an essential level emergency management program (Attachment 1) in accordance with the *Emergency Management and Civil Protection Act* (RSO 1990).

Background - Analysis and Options

The *Emergency Management and Civil Protection Act* (RSO 1990) and Regulation 380/04 require every municipality implement and maintain an Emergency Management Program. Maintenance of the program involves the following essential level elements:

1. *Community Emergency Management Coordinator (CEMC)*
The City has three staff registered with Emergency Management Ontario. The primary CEMC is Fire Chief Larry Bentley, the first alternate CEMC is Sharon Walker - Manager of Emergency Planning, and the second alternate is Deryn Rizzi – Deputy Fire Chief
2. *CEMC Training*
The Fire Chief, Manager of Emergency Planning Deputy Chief Fraser and Platoon Chief Warren completed the Provincial CEMC course.
3. *Community Emergency Management Committee*
The Community Emergency Management Program Committee is scheduled to meet in February, May, September and November.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 9, 2014

Item 29, CW Report No. 41 – Page 2

4. *Emergency Management Program By-Law*
By-Law 348-2004 The Emergency Management Program and Plan By-Law was enacted by Council on December 6, 2004. By-Laws 192-2005, 63-2008, 205-2010, 173-2012 are amendments to the original By-Law.
5. *Current Community Risk Profile*
A review of the Community Risk Profile was conducted on October 29, 2014 through a joint project with York Region Emergency Management and the municipalities in York Region.
6. *Emergency Response Plan*
The City's Emergency Response Plan is reviewed annually and revised as necessary. The plan has been revised in 2014 to reflect the approved recommendations made from exercise Cascade Convalescence, the Ice Storm response and exercise Mayhem.
7. *Emergency Response Plan By-Law*
By-Law 173-2012 amended the previous by-laws to enact the revised Emergency Response Plan.
8. *Designated Emergency Operations Centre (EOC)*
The City's designated Emergency Operations Centre is located at 2800 Rutherford Road, Joint Operations Centre. The EOC is maintained in a state of readiness with active telecommunications systems, furnishings and computers in place. The designated alternate EOC is located at the Pierre Berton Library, 4921 Rutherford Road.
9. *Emergency Operations Centre Communications*
The current Emergency Operations Centre is equipped with 42 computers, 43 phones, one facsimile, five printers/scanner/copiers, two Wi-Fi networks, three televisions and two SMART boards. Cellular repeaters have been installed at the Joint Operations Centre by Bell.
10. *Critical Infrastructure*
The list of critical infrastructure was reviewed and updated in consultation with Buildings and Facilities, Public Works and Engineering.
11. *Annual Training for the Emergency Management Team (EMT) and Staff*
The Program conducted the Vaughan Emergency Management Course on March 28, 2014 and September 30, 2014 for City staff and response partners. A VEM course is scheduled for November 25, 2014 for new EMT members, new scribes, and as a refresher for existing members. Pre-exercise training for the Emergency Management Team and scribes was conducted in April, May and October. Protect in Place training sessions were conducted for camp counselors and staff. Plume modelling software training was conducted for Station 7-3 crews in October and will be provided to Station 7-9 crews in December. To date 459 employees have attended training.
12. *Annual Exercises*
Three emergency exercises were conducted in 2014; Protect in Place exercises at 14 city facilities on August 27th and 28th, Emergency Management Team exercise on May 9th and the York Region exercise on October 10th.
13. *Designated Emergency Information/Public Information Officer*
The Director of Corporate Communications, Gary Williams is the designated primary Public Information Officer, Jennifer Ormston, Gloria Leonardis, Anne Winstanley, Susan Davis, Mae Caldarelli and Thi Nguyen are the designated alternates.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 9, 2014

Item 29, CW Report No. 41 – Page 3

14. Public Education and Awareness

The program participated in 12 events and conducted five workshops training 733 citizens. To date the program has distributed over 102,007 pieces of public awareness information which is an increase of 23% over 2013. Emergency Preparedness information is posted on www.vaughan.ca/PrepE. The program's "Disaster Preparedness Workbook for Teens" was selected as the winner of the IAEM-Canada Public Awareness Award for 2014.

Relationship to Vaughan Vision 2020/Strategic Plan

This report supports the strategic priorities established by Vaughan Vision 2020, in particular;

Service Excellence:	Demonstrate excellence in service delivery, Promote community safety, health and wellness; and
Staff Excellence:	support the professional development of staff.

The program develops plans and procedures and conducts training to ensure that staff can efficiently and effectively manage emergency situations under challenging conditions with the goal of protecting the health and safety of our citizens.

Regional Implications

Joint training, exercises and public education initiatives with York Region Departments assists the Region with maintaining an essential level Emergency Management Program.

Conclusion

The City has successfully maintained and exceeded the mandatory elements of an emergency management program as prescribed by the Act and Regulations.

Attachments

1. 2014 Municipal Emergency Management Program Annual Maintenance Checklist
2. Emergency Management Program 2014 Statement of Completion

Report prepared by:

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(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)