

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 15, 2015

Item 19, Report No. 44, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on December 15, 2015.

19 EMERGENCY MANAGEMENT PROGRAM – ANNUAL VERIFICATION REPORT

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Manager as Chair of the Emergency Management Program Committee, dated December 1, 2015:

Recommendation

The City Manager as 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. In coordination with Corporate Communications, emergency management information is posted on the City's website, e-newsletters and media releases are issued on specific initiatives.

Purpose

To provide the Emergency Management Program Committee with an update on the program's activities to maintain an essential level emergency management program in accordance with the *Emergency Management and Civil Protection Act* (RSO 1990, amended 2006) and its regulations.

Background - Analysis and Options

The *Emergency Management and Civil Protection Act* (RSO 1990) and Regulation 380/04 require every municipality to 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*
Sharon Walker, Larry Bentley, and Deryn Rizzi will have all completed all of the OFMEM required mandatory training courses for CEMC's by the end November 2015.

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3. *Community Emergency Management Committee*
The Community Emergency Management Program Committee met in February, May, September and November of 2015.
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, 169-2014 are amendments to the original By-Law.
5. *Current Community Risk Profile*
A review of the Community Risk Profile was conducted jointly project with York Region Emergency Management and the municipalities of York Region on October 6, 2015.
6. *Emergency Response Plan*
The City's Emergency Response Plan was evaluated as a component of the November 6 exercise and any revisions will be made based on feedback from the members of the Emergency Management Team.
7. *Emergency Response Plan By-Law*
By-Law 169-2014 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. Through the EOC Technology Review Project, it was identified that there is a need for a common operating picture and integrated logging solution that will begin development in Q4 - 2015.
9. *Emergency Operations Centre Communications*
The current Emergency Operations Centre is equipped with 42 computers, 43 new phones, one facsimile, five printers/scanner/copiers, three televisions two secure Wi-Fi systems, cable television and two SMART boards.
10. *Critical Infrastructure*
The critical infrastructure database was reviewed in October and updated as needed.
11. *Annual Training for the Emergency Management Team (EMT) and Staff*
Protect in place training was provided to camp staff and facilities staff. Five pre-exercise training sessions were conducted for the Emergency Management Team in October. Emergency Shelter training was conducted for staff in September. To date 390 personnel have received training.
12. *Annual Exercises*
The Program has conducted the following exercises in 2015; Protect in Place exercises at most city facilities and libraries, an emergency shelter set up exercise at Al Palladini Community Centre on September 9, 2015 and the Emergency Management Team exercise on November 6, 2015, and. Vaughan Fire and Rescue Service and the Emergency Planning program participated in a field exercises at Canada's Wonderland, CN CargoFlo, and Villa Colombo. The program participated in the PowerStream and CN Rail exercises. Selected members of the Emergency Management Team participated in the York Region exercise.

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13. Designated Emergency Information/Public Information Officer

The Director of Corporate Communications, Gary Williams is the designated primary Public Information Officer, Jennifer Ormston, Carmela Antolino, Anne Winstanley, Susan Davis, Thi Nguyen and Mae Caldarelli are the designated alternates.

14. Public Education and Awareness

The program participated in eight events including Winterfest, VBEC Expo, Safety Expo, Fire Prevention Week Kick-Off and delivered 10 public education workshops. A mass training session was conducted from over 700 seniors at the Seniors Safety Information and Exhibition Fair on emergency preparedness. Emergency preparedness information is posted on www.vaughan.ca/PrepE. There are 14 public safety videos posted on the City's You Tube site. To date 943 citizens have participated in workshops and 47,535 pieces of literature distributed.

15. Business Continuity Planning Project.

Facilitated sessions for the management staff have been conducted and 60% of the departments have submitted their completed workbooks.

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

This report supports the Term of Council Priority of continue to ensure the safety and well-being of 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 met compliance by achieving the mandatory elements of an essential level emergency management program in accordance with the *Emergency Management and Civil Protection Act*.

Attachments

1. 2015 Annual Maintenance Checklist
2. Annual Statement of Completion 2015

Report prepared by:

Sharon Walker, Manager Emergency Planning, Extension 6322.

(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.)