

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 11, 2017

Item 16, Report No. 44, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on December 11, 2017.

16 EMERGENCY MANAGEMENT PROGRAM – ANNUAL VERIFICATION REPORT

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Chair of the Emergency Management Program Committee, dated December 5, 2017:

Recommendation

The Chair of the Emergency Management Program Committee recommends:

1. That Council authorize the Mayor and the Fire Chief, as the Community Emergency Management Coordinator, to sign the Annual Statement of Completion (Attachment 2) for 2017 and annually, moving forward.

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 the PrepE Facebook page and program website. In coordination with Corporate Communications, emergency management information is provided through 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 mandatory elements (Attachment 1):

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 have completed the mandatory training courses for CEMC's.

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3. *Community Emergency Management Committee*
The Community Emergency Management Program Committee met in February, May, June, September and November of 2017.
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, and 039-2016 042-2017 are amendments to the original By-Law.
5. *Current Community Risk Profile*
A review of the Community Risk Profile was conducted jointly with York Region Emergency Management and the municipalities of York Region on August 23, 2017.
6. *Emergency Response Plan*
The City's Emergency Response Plan was evaluated as a component of the November 9 exercise and any revisions will that be made are based on feedback from the members of the Emergency Management Team.
7. *Emergency Response Plan By-Law*
By-Law 042-2017 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. An electronic documentation program has been developed and launched in 2017.
9. *Emergency Operations Centre Communications*
The current Emergency Operations Centre is equipped with 42 computers, 48 phones, five printers/scanner/copiers, three televisions and two secure Wi-Fi systems.
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*
Training was conducted for departments involved in establishing Shelters on September 13th and 15th. Eight pre-exercise training sessions for the Emergency Management Team and two scribe training sessions were conducted in November. To date 162 personnel have received training.
12. *Annual Exercises*
An emergency shelter exercise was held at Father Ermanno Bulfon Community Centre on September 20th that involved 13 staff from three departments. The Emergency Management Team exercise on November 15th and 16th involved 110 staff and external agency representatives. Code White drills were conducted at 24 sites during the week of August 1st to 4th and August 24th that involved over 4,285 staff and patrons. The program and Vaughan Fire and Rescue Service has participated in three exercises with the Toronto Transit Commission related to the opening of the subway.
13. *Designated Emergency Information/Public Information Officer*
The following staff are designated as Public Information Officers: Carmela Antolino, Susan Davis, Thi Nguyen, Alessandra Pompeo and Mae Caldarelli.

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14. Public Education and Awareness

The program participated in Winterfest, Public Works Day and Seniors Safety Day delivered sixteen public education workshops/events. Emergency preparedness information is posted on www.vaughan.ca/PrepE. There are 20 public safety videos posted on the program's YouTube site. To date, 623 citizens have participated in workshops and 44,020 pieces of literature distributed.

15. Business Continuity Planning Project.

Workbooks have been reviewed by departments with updates submitted to Emergency Planning.

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. Annual Municipal Maintenance Checklist 2017.
2. Annual Statement of Completion 2017.

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.)