

The Municipality of Central Manitoulin

By-law 2017-18

Emergency Management Program and Emergency Response Plan By-law

A By-law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the *Emergency Management and Civil Protection Act*

WHEREAS under the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9 and Ontario Regulation 380/04 (the "Act") every municipality in the province is required to:

- Develop and implement an emergency management program, which shall consist of:
 - an emergency plan;
 - training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - public education on risks to public safety and on public preparedness for emergencies; and
 - any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
- Designate an employee of the municipality or a member of the council as its emergency management program coordinator;
- Establish an emergency management program committee;
- Establish an emergency control group;
- Establish an emergency operations centre to be used by the municipal emergency control group in an emergency; and
- Designate an employee of the municipality as its emergency information officer;

AND WHEREAS it is prudent that the emergency management program developed under the Act be in accordance with international best practices, including the five core components of emergency management; prevention, mitigation, preparedness, response and recovery;

AND WHEREAS the purpose of such a program is to help protect public safety, public health, the environment, critical infrastructure and property during an emergency and to promote economic stability and a disaster resilient community;

NOW THEREFORE the Council of the Municipality of Central Manitoulin hereby enacts as follows:

Emergency Management Program

1. An Emergency Management Program for the municipality will be developed and reviewed annually by the Emergency Management Program Committee consistent with and in accordance with the Act and international best practices, including the four core components of emergency management, namely: mitigation/prevention, preparedness, response and recovery, and such program shall include:

- a. training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - b. public education on risks to public safety and on public preparedness for emergencies; and
 - c. any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario.
2. The Emergency Management Program shall be consistent with the objectives of protecting public safety, public health, the environment, critical infrastructure and property, and to promote economic stability and a disaster-resilient community.

Emergency Response Plan

3. The Emergency Response Plan, which has been developed in accordance with the requirements of the Act and international best practices, and which is attached hereto as Schedule A is hereby adopted (the "Plan").
4. The Plan shall be reviewed annually by the CEMC and the Municipality's Emergency Management Program Committee. The CEMC is authorized to make such administrative changes to the Plan as appropriate to keep the Plan current, such as personnel, organizational and contact information updates. Any significant revision to the body of the Plan shall be presented to Council for approval.
5. When an emergency exists but has not yet been declared to exist, Municipal employees and the Emergency Control Group may take such action under the Plan as may be required to protect property and the health, safety and welfare of the inhabitants of the Municipality.

Community Emergency Management Coordinator

6. The Administrative Assistant is hereby appointed as the primary community emergency management coordinator (the "CEMC") responsible for the emergency management program for the Municipality including maintenance of the Plan, training, exercises, public education and such other duties and responsibilities as outlined in the Act.
7. The Municipal CAO/Clerk and/or the Treasurer are hereby appointed as alternate CEMCs to act in place of the primary CEMC in his/her absence.

Emergency Management Program Committee

8. The persons from time to time holding the following positions in the municipality, or their designates, shall be members of the Emergency Management Program Committee:
- a. Chief Administrative Officer (CAO)
 - b. CEMC and Alternates CEMCs
 - c. Members of the Safety, Security and Health Committee (Council Committee)
 - d. Any other persons representing any level of government, industry, or organization, that is involved in Emergency Management.
9. The CAO is hereby appointed as chair of the Emergency Management Program Committee.

10. The Emergency Management Program Committee shall advise Council on the development and implementation of the municipality's Emergency Management Program and shall review the program annually.

Emergency Control Group

11. The persons from time to time holding the following positions in the municipality, or their designates, shall be members of the Emergency Control Group (ECG) and are hereby appointed by Council to these positions:
 - a. Head of Council – Mayor
 - b. Emergency Operations Centre Director – Chief Administrative Officer
 - c. Fire Chief
 - d. Community Emergency Management Coordinator
 - e. Road Superintendent
 - f. Social Service Director
 - g. Treasurer

Emergency Operations Centre

12. A primary and an alternate Emergency Operations Centre have been established for use by the Emergency Control Group in an emergency and with the appropriate technological and telecommunications systems to ensure effective communication in an emergency. The locations of the Emergency Operations Centres are identified in an annex to the Plan.

Emergency Information Officer

13. The Municipality hereby appoint the Municipal Coordinator as the Emergency Information Officer for the municipality to act as the primary media and public contact for the municipality in an emergency.

Administration

14. The Plan shall be made available to the public for inspection and copying at the Municipal Office, 6020 Highway 542 during regular business hours.
15. The Plan, or any amendments to the Plan, shall be submitted to the Chief, Emergency Management Ontario identified in the Act.
16. By-laws ~~2004-09~~ 2008-03 is hereby repealed.

Read a first, second and final time this _____ day of _____, 2017.

Mayor-Richard Stephens

Clerk-Ruth Frawley

I, _____, Clerk of the Municipality of Central Manitoulin,

hereby verify that the foregoing is a true copy of by-law number 2017-18 passed by the Council of the Municipality of Central Manitoulin on the _____ of _____, 2017.

CLERK