

Item:



## Committee of the Whole Report

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**DATE:** Tuesday, February 05, 2019

**WARD(S):** ALL

**TITLE: APPOINTMENT OF MEMBERS TO THE EMERGENCY  
MANAGEMENT TEAM**

**FROM:**

Tim Simmonds, Interim City Manager

**ACTION:** DECISION

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**Purpose**

Council appoint members to the emergency management team in accordance with the *Emergency Management and Civil Protect Act* and its Regulation 380/04.

**Report Highlights**

- There have been recent changes to staff on the emergency management team.
- The Regulation requires Council to appoint members to the emergency management team.
- Members are appointed to positions on the emergency management team by corporate job title.

**Recommendation**

1. That Council appoint staff who hold the title of Manager in the Community Services Portfolio to the position of Section Chief in the Operations Community Services Section of the emergency management team; and
2. That Council appoint staff who hold the title of Director in the Office of the Chief Financial Officer/City Treasurer Portfolio to the position of Section Chief in the Logistics Section of the emergency management team.

## **Background**

The Regulation mandates that every municipality have a municipal emergency control group (emergency management team) and the members must attend annual training and participate in the annual exercise. The emergency management team is comprised of the Members of Council, staff and external partner representatives who are tasked with managing emergency situations and recovery operations as established by the Emergency Response Plan. Personnel are selected and recruited to the emergency management team based on their knowledge and expertise in their chosen professional field that may be needed to aid in mitigating, responding to and recovering from an emergency affecting the community.

The Office of the Fire Marshall and Emergency Management Ontario issued a directive to designated municipal community emergency management coordinators that the language in the Regulation of

“12 (2) The emergency control group shall be composed of,

- (a) such officials or employees of the municipality as may be appointed by the council; and
- (b) such members of council as may be appointed by the council. O. Reg. 380/04, s. 12 (2).”

be now interpreted as “shall be appointed by Council”. To meet compliance requirements, the recent changes in membership of the emergency management team, requires a Council appointment.

## **Previous Reports/Authority**

[Committee of the Whole Report 29, Item 4, Communication #6.](#)

## **Analysis and Options**

The following are the changes to the composition of the emergency management team:

<b>Emergency Management Team Position</b>	<b>Job Titles Assigned to Position</b>
Operations Community Services Section Chief	Directors from the Community Services Portfolio Managers from the Community Services Portfolio
Logistics Section Chief	Chief Financial Officer/City Treasurer Chief Corporate Initiatives and Intergovernmental Relations Director of Procurement Director from the Office of the Chief Financial Officer/City Treasurer Portfolio

**Financial Impact**

There are no financial impacts.

**Broader Regional Impacts/Considerations**

There are no broader regional impacts.

**Conclusion**

Appointment of members to the emergency management team by Council is necessary for the City to be in compliance with provincial legislation and regulations.

**For more information**, please contact: Sharon Walker, Manager of Emergency Planning, extension 6322.

**Attachments**

Not Applicable

**Prepared by**

Sharon Walker, Manager of Emergency Planning, extension 6322.