

## The Corporation of the Town of The Blue Mountains

### By-Law Number 2020 – 32

#### Being 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 (the “Act”) Ontario Regulation 380/04 (the “Reg”) every municipality in the Province of Ontario 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 Council of The Corporation of the Town of The Blue Mountains hereby enacts as follows:

1. That 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 Reg. and international best practices, including the five components of emergency management, namely: prevention, mitigation, preparedness, response and recovery, and such program shall include:
  - a. Training program 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.

The Emergency Management Program shall be consistent with the objections of protecting public safety, public health, the environment, critical infrastructure and property and promote economic stability and a disaster-resilient community.

2. That the Emergency Response Plan, which has been developed in accordance

with the requirements of the Act and Reg. and international best practices, and which is attached hereto as Schedule "A" is hereby adopted (the "Plan").

The Plan shall be reviewed annually by the Community Emergency Management Coordinator ("CEMC") and the Town'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, organization and contact information updates. Any significant revision to the body of the Plan shall be presented to Council for approval.

When an emergency exists but has not yet been declared to exist, Town employees and the Municipal Emergency Control Group may take such action under the Plan as may be required to protect property and health, safety and welfare of the inhabitants of the Town.

3. That the CEMC and Fire Administrative Assistant is hereby appointed as the primary CEMC responsible for the Emergency Management Program for the Town including maintenance of the Plan, training, exercises, public education and such other duties and responsibilities as outlined in the act and Reg.

The Fire Chief and Deputy Fire Chief are hereby appointed as alternate CEMC's to act in place of the primary CEMC in his/her absence.

4. That the persons from time to time holding the following positions in the municipality or designates, shall be appointed members of the Emergency Management Program Committee:

- a. Chief Administrative Officer (CAO), Chair
- b. CEMC and Alternate
- c. Director of Operations
- d. Manager of Information Technology
- e. Manager of Roads & Drainage
- f. Manager of Water & Wastewater
- g. Deputy Clerk
- h. Community Control Group Secretary/Scribe
- i. Head of Council (Mayor)
- j. Director of Finance
- k. Director of Planning & Development Services
- l. Fire Chief
- m. Director of Legal Services
- n. Manager Communications & Economic Development

The CAO is hereby appointed as chair of the Emergency Management Program Committee.

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

5. That the persons from time to time holding the following positions in the municipality or designates, shall be appointed members of the Municipal Emergency Control Group ("MECG"):

- a. Head of Council (Mayor)
- b. Chief Administrative Officer (CAO), Chair
- c. Fire Chief
- d. Community Emergency Management Coordinator
- e. Community Control Group Secretary/Scribe
- f. Manager Communications & Economic Development
- g. Director of Operations
- h. Director of Finance

- i. Director of Planning & Development
  - j. Director of Human Resources
  - k. Director of Community Services
  - l. Director of Legal Services
6. That a primary and an alternate Emergency Operations Centre have been established for use by the MCEG in an emergency with the appropriate technological and telecommunications systems to ensure effective communication in an emergency. The locations of the Emergency Operations Centre are identified in the Plan.
  7. That the Manager Communication & Economic Development is hereby appointed as the Emergency Information Officer for the municipality to act as the primary media and public contact for the municipality in an emergency. A sworn member of the Town of The Blue Mountains O.P.P. will be appointed by the Police Chief to act as the alternate Emergency Information Officer.
  8. That the Plan shall be made available to the public for inspection and copying at the Town of The Blue Mountains Municipal Office, 32 Mill St, Thornbury, ON during regular business hours.
  9. The Plan or any amendments to the Plan shall be submitted to the Chief, Emergency Management Ontario, as identified in the Act.
  10. That Bylaw 2018-55 is hereby repealed.

And Further that this By-law shall come into force and take effect upon the enactment thereof. Enacted and passed this 4<sup>th</sup> day of May 2020

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Alar Soever, Mayor

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Corrina Giles, Town Clerk