

The Regional Municipality of York

Committee of the Whole
Finance and Administration
September 19, 2019

Report of the Chief Administrative Officer

Changes to the Emergency Management Program Committee

1. Recommendations

1. The Regional Solicitor prepare the necessary documentation to amend Bylaw 2019-01 to facilitate the appointment of additional members to the Emergency Management Program Committee.

2. Summary

The Emergency Management Program is seeking Council approval for an amendment to the Emergency Management Program Bylaw 2019-01 appointing additional members to the Committee.

Key Points:

- Every municipality is required to have an Emergency Management Program Committee. York Region has had a Committee in place since 2006
- New guidelines issued by the Province suggest a number of measures to improve municipal emergency management programs
- The Province has recommended York Region appoint additional members to the Committee
- The Emergency Management Program Committee positions must be appointed by Council

3. Background

York Region has met the annual regulatory compliance for its Emergency Management Program since 2006 when Legislation came into effect

The Office of the Fire Marshal and Emergency Management (OFMEM) in the Ministry of the Solicitor General provides oversight to ensure municipalities fulfil their emergency management obligations as set out in the *Emergency Management and Civil Protection Act*

(EMCPA) and can respond to, and recover from major incidents in the community. York Region has received official confirmation its Emergency Management Program has achieved all requirements since the legislation came into effect.

New Emergency Management and Civil Protection Act compliance guidelines for municipalities were released

In 2018, the Province introduced new guidelines for municipalities suggesting a number of measures to improve local emergency management programs and ensure compliance with the EMCPA. The one area identified for improvement to York Region's Emergency Management Program by OFMEM was to strengthen the Emergency Management Program Committee.

Every municipality must appoint an Emergency Management Program Committee

The EMCPA mandates that every municipality have an Emergency Management Program Committee appointed by its municipal council. Since 2006, York Region has had an Emergency Management Program Committee that consists of the Executive Director, Strategies and Initiatives and the Community Emergency Management Coordinator as appointed by Council. The Committee meets on a regular basis to ensure that York Region fulfills its obligations as outlined in the EMCPA.

The Emergency Management Program Committee oversees the Emergency Management Program

The purpose of the Committee is to oversee the direction, development, implementation, and maintenance of the municipal emergency management program, including the municipal emergency response plan, public education programs, training and exercises as outlined in the EMCPA.

The Committee is accountable for the annual review and approval of the municipality's emergency management program. The Committee is also responsible for submitting an annual report to Council providing an update on the status of the Emergency Management Program.

Emergency Management Program Committee Membership is defined by Legislation

Legislation requires that an Emergency Management Program Committee be composed of the municipality's emergency management program coordinator and a senior municipal official appointed by the council. The Committee may also include members of the council, municipal employees who are responsible for emergency management functions, and other designated persons as may be appointed by the council.

The Office of the Fire Marshal and Emergency Management has recommended York Region expand the Emergency Management Program Committee membership

Although the York Region Emergency Management Program Committee meets legislative requirements, OFMEM has introduced new guidelines and through consultation is recommending that membership be expanded to include additional members.

4. Analysis

Expanded membership will enhance coordination of emergency management resources across the organization, support cross-organizational accountability and increase awareness of emergency management priorities

Based on the new provincial guidelines and recommendations, and in recognition of best practices in emergency management, membership of the Committee should be expanded to include a greater number of senior staff members. Expanded membership would enhance coordination of emergency management resources across the organization, support cross-organizational accountability and increase awareness of emergency management priorities.

Membership of the Committee would be position based, and appointed by Regional Council through an updated Emergency Management Bylaw. Members or their designate should include:

1. Regional Chairperson
2. York Region Chief Administrative Officer
3. Executive Director, Strategies and Initiatives (Committee Chair)
4. Community Emergency Management Coordinator (CEMC)
5. Regional Solicitor
6. Commissioner, Community and Health Services
7. Medical Officer of Health
8. Commissioner, Environmental Services
9. Commissioner, Corporate Services
10. Commissioner, Transportation Services
11. Commissioner, Finance
12. Director, Corporate Communications
13. Regional Fire Co-ordinator
14. Chief of Police
15. Chief, Paramedic Services

5. Financial

There are no budgetary impacts associated with the proposed changes to the Committee.

6. Local Impact

Expanded membership of the Committee will strengthen our existing model in support of effective coordination of all emergency services and improved emergency preparedness and response, while continuing to work with all local municipalities.

7. Conclusion

The proposed changes to the Committee will meet the new Provincial guidelines and recommendations, further strengthen our Emergency Management Program, and enable York Region to continue achieving compliance with the EMCPA. The Committee will assist in setting organization-wide priorities for emergency management and oversee the development, implementation and evaluation of the York Region Emergency Management program, which includes the emergency plan, public education programs, training, and emergency exercises. The Committee will continue to provide Council with an annual report on the emergency management program, as has been the practice. The Emergency Management Bylaw will be amended to include the appointment of the expanded Committee.

For more information on this report, please contact Morris Faccin, Manager, Emergency Management Program at 1-877-464-9675 ext. 71212. Accessible formats or communication supports are available upon request.

Recommended by:

David Rennie

Executive Director, Strategies and Initiatives

Approved for Submission:

Bruce Macgregor

Chief Administrative Officer

September 6, 2019