



Report 2024 Emergency Planning Updates
Date Wednesday, December 11, 2024
From Brittany Drury, Deputy CAO / Director of Corporate Services

Memo Report

This document and its attachments are public and available in an accessible format upon request.

Analysis

Further to the requirements of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c.E.9 (the Act) and Ontario Regulation 380/04, municipalities are required to review and adopt an Emergency Plan and Program on an annual basis. Both the Plan and Program are submitted to Emergency Management Ontario, through the Office of the Solicitor General, prior to year-end for their review.

The Emergency Management Program (Appendix A) consists of the following pillars, as required by the Act:

- Community Emergency Management Coordinator (CEMC)

The Act requires that each municipality appoint, by by-law of Council, a Community Emergency Management Coordinator (CEMC), and such alternates as are deemed necessary to ensure that an appropriately qualified CEMC is available in all emergency situations. The CEMC and appointed alternates are required to obtain and maintain the qualifications deemed necessary by Emergency Management Ontario.

- Emergency Plan

The Township Emergency Plan, attached as Appendix B, has been developed in accordance with the Act, and further reviewed by the Office of the Solicitor General. The Plan is reviewed annually by the Township CAO, CEMC and Emergency Management Planning Committee. The Emergency Management Planning Committee met to review the Plan on November 5, 2024.

The Emergency Management Planning Committee is a group enacted by by-law of Council, with its sole purpose being to review the Plan to make any administrative updates prior to the Plan's presentation to Council on an annual



basis. Council formalized and updated appointments to said Committee via [By-law 2022-064](#).

The Act also mandates establishment of a Municipal Emergency Control Group, called to manage and coordinate the Township's response in a declared state of emergency. The Township's Municipal Emergency Control Group consists of various members of Township staff, the Mayor, Deputy Mayor and one additional member of Council. The membership of the group is defined in Part 1 of the plan.

The Township's Emergency Plan also includes the Hazard Identification and Risk Assessment (HIRA), attached to this report as Appendix C. The HIRA is a tool used to assess systematic risk in various real-life scenarios, and the projected overall impact of said scenarios to Township facilities and infrastructure. In addition to their annual review of the Plan, the Emergency Management Planning Committee reviews the HIRA to ensure all rated risks remain applicable year to year.

- Training

As required by the Act, members of the Emergency Management Program Committee and the Municipal Emergency Control Group, as defined in the Emergency Plan, shall receive annual training. Such training shall be organized by the CEMC and shall meet the requirements of Emergency Management Ontario.

The Township fulfilled its annual training requirement via a small table-top training and exercise session held on November 5, 2024.

- Exercise

An Emergency Management Exercise shall be conducted annually. The nature of the exercise shall be determined by the CEMC, in collaboration with the Program Committee and may include tabletop or live action elements.

The Township fulfilled its annual training requirement via a small table-top training and exercise session held on November 5, 2024, involving response various weather events, including loss of all power and communications during

- Public Education

As required by the Act, the Township of Georgian Bluffs shall conduct public education regarding the risks to public safety and public preparedness for emergencies.



Outreach initiatives have included:

- Media releases, to local newspapers, Township website and local radio stations;
- Social media; and
- Dedicated webpages on the Township website regarding emergency management.

Financial Impact

Adoption of the 2024 Emergency Plan and Program will have no financial impact to the Township.

Strategic Priorities

Approval of the recommendation as included in this report achieves the 5th Strategic Goal, Deliver Effective and Cost-Efficient Services, as defined in the 2020-2024 Strategic Plan.

Appendix A – Emergency Program

Appendix B – Emergency Plan

Appendix C - Hazard Identification and Risk Assessment (HIRA)

Respectfully Submitted: Brittany Drury, Deputy CAO / Director of Corporate Services



Report Approval Details

Document Title:	COR2024-054 - 2024 Emergency Planning Updates.docx
Attachments:	<ul style="list-style-type: none">- Emergency Management Program.docx- Emergency Plan - 2024 Updates.docx- HIRA.pdf
Final Approval Date:	Dec 2, 2024

This report and all of its attachments were approved and signed as outlined below:

Niall Lobley, Chief Administrative Officer