

Type of Decision									
Meeting Date	Thursday, September 27, 2013				Report Date	Tuesday, September-17-13			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed

## Emergency Management Exercise - Report #27/09/13/1102

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**Subject:**

Report on the Emergency Management exercise and training held on Friday, September 13, 2013.

**RECOMMENDATION:**

For information and follow up.

**WHEREAS** emergency management training and exercise is a requirement annually;

**AND WHEREAS** Head, Clara & Maria staff and Council participated in an event on Friday, September 13, 2013;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to follow up on the issues as outlined in the report #27/09/13/1102 dated September 17, 2013 and does hereby adopt the report as presented.

**BACKGROUND/EXECUTIVE SUMMARY:**

Thank you for your participation in and contributions to the Emergency Management meeting held on September 13, 2013. Some important issues came up, some of which require staff to follow up, include:

1. Requirement for a larger number of updated maps; Melinda to contact the County to determine costs and availability; reprints of maps may be obtained for as little as \$5.50 each.
2. Assessor's:
  - a. Areas need to be reviewed.
  - b. Determine if volunteers would be willing to provide message services to those on their routes during an event with communication failures?
3. Contact our insurer to determine:
  - a. How will the use of personal recreational vehicles affect volunteer insurance during an event?

4. If the cause of the event is an “accident” make sure that the company/entity causing/contributing to the event is made aware of need to compensate the municipality and/or individually affected ratepayers.
  - a. Contact the Municipal lawyer as soon as possible to provide notice.
5. Staff to create a list of municipal services, service providers and contacts for inclusion in both kits: lawyer, insurer, bank, WSIB, Bell, Xplornet, Hydro, Propane, Ornge Air etc.
6. Archival protection project needs to be funded and moved forward.
7. Who is responsible to assess and evaluate the structural integrity of buildings after an event? Who’s responsibility to condemn? CBO? Municipality? Property Owner’s? Who hires the engineers?
8. Work with Red Cross to finalize an agreement with them as well as to arrange service agreements for:
  - a. Housing, transportation, police record checks for all volunteers who will work with the Red Cross.
9. Staff to contact Bill Riley to speak to Council about liability and volunteers during an event. (perhaps during the assessor training in December) – **Confirmed.**

Points made by Philippe Geoffrion, Emergency Management Ontario or Deborah Smith, Red Cross which need to be kept front and centre during an emergency include:

1. “Do not assume any more responsibility than you have to!” P. Geoffrion
2. Ensure that any services you decide to provide over and above the usual are: **NECESSARY, REALISTIC AND SUSTAINABLE** over the long term. (Recovery often takes months.)
  - a. Can you offer the same service to everybody? For how long? Why are you providing it? Necessity or nice to do? Is it a municipal responsibility? (sand bags for one woman...what about the others?)
3. Make a conscious decision to “borrow” supplies and equipment for a very short time and to arrange for replacement on the municipal dime a.s.a.p. – Trailers, generators etc.
4. Safety should be a priority – the safety of all staff, Council members, volunteers and the public.
5. Call the Red Cross as soon as you experience any event. They have services to offer over and above those that the municipality may decide they ultimately need. Put them on notice. They will assist individuals with personal clothing, hygiene products, procuring medication, housing etc.
6. Ensure the safety of all volunteers. Do not transport people in your own vehicles. Do not have volunteers knocking on car windows in a road block.

**Options/Discussion:**

Various.

**Financial Considerations/Budget Impact:**

Financial considerations at this point are minimal. Costs will be involved for police checks however; if we are to work with the Red Cross, they are mandatory.

**Policy Impact:**

**Others Consulted:**

Gayle Watters; Philippe Geoffrion, EMO; Deborah Smith, Red Cross;

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk