



TOWN OF MINTO

COUNCIL REPORT

To: Mayor George Bridge and Members of Council for the Town of Minto.
From: Linda Dickson, MCIP, RPP, Emergency Manager/CEMC
Date: September 6, 2016
Re: **Emergency Management Program Report for 2016**

Background

The following outlines the municipal requirements as set out in the Emergency Management and Civil Protection Act and how the municipality has fulfilled these requirements for 2016.

Program Committee

The Town's Emergency Management Program Committee met on April 25, 2016. A report establishing a revised Committee Structure is included with this report for Council's consideration.

Emergency Response Plan:

A report on proposed changes to the Emergency Response Plan has been prepared for Council's review and consideration and accompanies this report.

Training:

Several members of the Town's Control Group attended training on June 22 which included presentations on the new Provincial Disaster Recovery Programs, 211, Public Health and Debris Management. On July 7 training was provided on the use of the emergency management Common Operating Picture and Critical Infrastructure Mapping.

Annual Emergency Management Exercise

On February 8, the Town held its annual emergency management exercise which was a water emergency scenario. One of the main objectives of the exercise was to test the activation of the Emergency Response Plan to a water emergency situation. This exercise also served as the Water/Waste Water department's annual exercise for the year as required by the DWQMS. The Town also conducted an emergency notification exercise in August.

The following are some of the specific recommendations from the exercise held in February.

1. More clearly defined roles for Public Health and Municipal Emergency Control Group in a water emergency event.
2. EOC support staff would like more IMS training including Public Works Operators. An IMS 200 course has been scheduled for November 7 and 8.
3. It was recommended that during Boil Water Advisory situation, Water Operators should have a standard information sheet provide to residents. Public health will assist with the development of this as they have a standard message that could be utilized.



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4. It was suggested the a Public Health Information Session would be beneficial to fully understand their lead role in a public health emergency and how they would collaborate with MCG in particular with public messaging communications. This training session was provided during the Control Group training on June 22.
5. Recommend an exercise that has real input messaging such as an actual press conference and actual phone calls.
6. Concern was raised that private wells that are not securely capped off can be a risk for contamination of municipal drinking water systems. However, it was noted that the Town of Minto's program to install water meters has provided them with a visible tool to read reverse flows in order to mitigate and respond quickly to possible contamination emergencies. Also, private wells fall under the Source Protection Act and Source Water Protection Plans which will address potential concerns with private wells in proximity to vulnerable areas. The Emergency Response Plan is also being updated with policies to respond to spills in these sensitive areas.

A copy of the After Action Report is attached.

Public Education

A number of public education events were held this year. The following is a list of the main initiatives undertaken.

1. Winter weather and driving information materials were provided to all libraries in the County and to specific garages/tire businesses in the fall of 2015 and the plan is to conduct a similar campaign this fall.
2. Information on flood preparedness was included on the County Page in February.
3. Emergency management information was made available at the Wellington County Libraries and Municipal Offices during Emergency Preparedness Week.
4. Information on tornado preparedness was included on the County Page in May.
5. Arranged for 20, 30 second, Emergency Preparedness Advertisements on Saugeen Radio during EP week.
6. Emergency Management staff attended the Town of Minto's Safety Day on May 13, 2016.
7. Information in County Page on how to create an Emergency Plan and being better prepared for extreme heat conditions.

Further Enhancements:

Strategic Planning: The 2015 Emergency Management Report to Council identified a number of recommendations from a Focused Discussion session that was held in March of 2015.



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Attached is a report for Council's review and consideration regarding the key recommendations and the feasibility of implementing each of these.

ODRAP Review – The Province has issued guidelines with respect to the new Provincial Disaster Recovery Assistance programs. The Programs were tested this spring with the Easter weekend Ice Storm and Flood events in the Province. Staff from the Ministry of Municipal Affairs attended a Control Group Training Session on June 22 to speak specifically to the implementation of the guidelines.

FCM Consultation

The Federation of Canadian Municipalities is reviewing and commenting to Public Safety Canada on proposed changes to the National Disaster Recovery Program and changes to Insurance requirements for flood prone areas in Canada.

EM Software

Currently the Emergency Measures Budget contains a figure for the purchase of Emergency Management Software in 2017 that would complement the Common Operating Picture mapping that has been implemented. Training and exercises in 2017 will be structured around the COP and any new EM software that may be available.

Recommendation:

THAT Council for the Town of Minto accepts the annual emergency management report, and further **THAT** this report serves as the annual review of the Town's Emergency Management Program for 2016.

Respectfully submitted

A handwritten signature in blue ink, appearing to read "L. Dickson", is placed over a light blue rectangular background.

Linda Dickson, MCIP, RPP, CMMIII Emergency Management Professional
Emergency Manager/CEMC