



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sharon Chambers, CAO
DATE: 6/3/2017
SUBJECT: Huron County Shared CEMC Program
ATTACHMENTS: none

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accept the report of the CAO regarding a Countywide CEMC for information purposes;

AND FURTHER THAT the Council of the Township of North Huron endorses the concept of each municipality appointing the same Community Emergency Management Coordinator (CEMC) to provide emergency management planning services, in accordance with the requirements of the Emergency Management & Civil Protection Act and its regulations;

AND FURTHER THAT the County of Huron budget for the salary and benefits and basic office equipment for the position starting in January 2017;

AND FURTHER THAT the County of Huron provide “permanent” office space for the CEMC position;

AND FURTHER THAT the Township of North Huron will provide “as needed” office space for the CEMC in the Emergency Services Training Centre;

AND FURTHER THAT each member municipality and the County appoint by by-law the CEMC at the first official Council meeting following the CEMC’s selection;

AND FURTHER THAT the municipal CAO’s meet at least once annually with the County CAO to review input on the CEMC’s performance in each municipality;

AND FURTHER THAT the CEMC begin to meet with each Council and commence an assessment of each municipalities’ emergency preparedness;

AND FURTHER THAT the CEMC ensures that the requirements for compliance contained within the Emergency Management & Civil Protection Act are achieved and completed within the annual timeframes required for each municipality and the County;

AND FURTHER THAT Dave Campbell is hereby appointed as the Community Emergency Management Coordinator for the Township of North Huron effective April 1st, and until a permanent CEMC is hired by the County of Huron.

EXECUTIVE SUMMARY

In 2016, Huron County CAOs discussed the possibility of creating a shared Community Emergency Management Coordinator for the entire County. There was sufficient interest among lower tier municipalities for the County to request a staff report to determine the feasibility of the project. The report was presented to Huron County Council at their January 4th Council Meeting and the following recommendation was passed;

THAT Huron County Council receive the report from Jeff Horseman, Chief Emergency Services titled Huron County Shared Community Emergency Management Coordinator (CEMC) Proposal dated 02 December 2016.

AND FURTHER THAT Huron County Council endorse the proposal to implement a County shared CEMC program with participating Huron County local municipalities.

AND FURTHER THAT Huron County Council approve staff recommendation to increase the current part time CEMC to a full time CEMC for 2017.

AND FURTHER THAT Huron County Council fund 100% of the County Emergency Management budget until June 30th 2017 at which time the participating Huron County municipalities will cost share their portion of the Emergency Management budget from July 1st, 2017 forward.

DISCUSSION

Section 10 of Ontario Regulation 380/04 sets out the requirements for Emergency Management Program Coordinators, as follows;

10. (1) Every municipality shall designate an employee of the municipality or a member of the council as its emergency management program co-ordinator. O. Reg. 380/04, s. 10 (1).

(2) The emergency management program co-ordinator shall complete the training that is required by the Chief, Emergency Management Ontario. O. Reg. 380/04, s. 10 (2).

(3) The emergency management program co-ordinator shall co-ordinate the development and implementation of the municipality's emergency management program within the municipality and shall co-ordinate the municipality's emergency management program in so far as possible with the emergency management programs of other municipalities, of ministries of the Ontario government and of organizations outside government that are involved in emergency management. O. Reg. 380/04, s. 10 (3).

(4) The emergency management program co-ordinator shall report to the municipality's emergency management program committee on his or her work under subsection (3). O. Reg. 380/04, s. 10 (4)

The shared CEMC will oversee the development and maintenance of the emergency program, including the emergency plan, staff training and annual emergency exercises and public education, as required under the *Emergency Management and Civil Protection Act, R.S.O. 1990*. Although the regulation states that the program coordinator shall be an employee of the municipality, other jurisdictions that have implemented shared CEMC programs have relied upon the appointment of a

municipal employee to fulfil this requirement. The Director of Corporate Services/Clerk is appointed as the Alternate CEMC for North Huron. Deputy CEMC's will play a strong role in local emergency management programs, as it is very likely they will be required to step into the CEMC role during emergencies that may involve more than one Huron County municipality.

Director of Fire and Emergency Services David Sparling is the CEMC and Director of Corporate Services/Clerk is the Alternate CEMC for North Huron. In order to transfer knowledge prior to Chief Sparling's last day of work on March 31st, David and Kathy met with David Campbell, the Field Superintendent for Huron County Paramedic Services and Alternate CEMC for the County.

The job ad for the CEMC position has been circulated. CAO Chambers has been asked by the County to sit on the interview team. Interviews will take place in mid-March.

FINANCIAL IMPACT

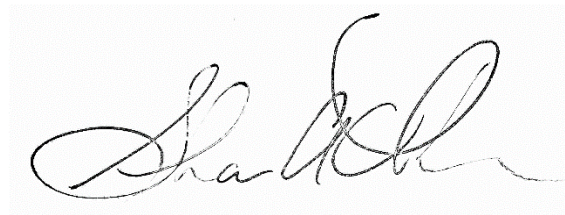
The County will cover the cost of the shared CEMC position. Local municipalities will be responsible for costs associated with operating and maintaining their emergency operations centres, external training, emergency exercises, etc.

FUTURE CONSIDERATIONS

An agreement will be brought forward for Council's consideration once the shared CEMC position is hired.

RELATIONSHIP TO STRATEGIC PLAN

GOAL # 3- Our community is healthy and safe.

A handwritten signature in black ink, appearing to read 'Sharon Chambers', is written over a light blue horizontal line.

Sharon Chambers, CAO