



THE REGIONAL MUNICIPALITY OF PEEL
EMERGENCY MANAGEMENT PROGRAM COMMITTEE

AGENDA

EMPC - 1/2015

DATE: May 7, 2015

TIME: 1:00 PM – 3:30 PM

LOCATION: Regional Council Chamber - 5th Floor
10 Peel Centre Drive, Suite A
Brampton

MEMBERS: F. Dale; A. Groves; J. Innis; S. McFadden; M. Medeiros; M. Palleschi; K. Ras; P. Saito; J. Tovey; D. Szwarc, Chief Administrative Officer; S. VanOfwegen, Chief Financial Officer; G. Sabat, Commissioner of Service Innovation, Information and Technology; J. Smith, Commissioner of Health Services; J. Menard, Commissioner of Human Services; D. Labrecque, Commissioner of Public Works; E. de Villa, Medical Officer of Health; P. Dundas, Chief and Director, Peel Paramedic Services; K. Lockyer, Regional Clerk and Director of Clerk's; R. Gibson, Manager, Regional Emergency Management; J. Evans, Chief, Peel Regional Police; M. Clarke, Fire Chief, City of Brampton Fire and Emergency Services; T. Beckett, Regional Fire Coordinator and Fire Chief, City of Mississauga Fire and Emergency Services; D. Forfar, Fire Chief, Town of Caledon Fire and Emergency Services; and T. Melanson, Inspector, Caledon Detachment Commander, Ontario Provincial Police (OPP)

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1. **ELECTION OF CHAIR AND VICE CHAIR**
 2. **DECLARATIONS OF CONFLICTS OF INTEREST**
 3. **APPROVAL OF AGENDA**
 4. **DELEGATIONS**
 - 4.1 **Barney Owens, Director, Provincial Response, Ontario Fire Marshall and Emergency Management**, Regarding the Roles of Elected Officials and Considerations for Declaring an Emergency, Relationships Between Upper and Lower Tier Municipalities, and the Roles and Responsibilities of the Province During an Emergency (See also Reports – Item 5.1)

5. REPORTS

- 5.1. Regional Emergency Management – Program Activities Update (For information) (See also Delegations – Item 4.1)
- 5.2. Regional Fire Coordinators 2014 Annual Report (For information)
- 5.3. Regional Emergency Management – Concept of Operations During the Period of Pan/Para Panam Games (For information)

6. COMMUNICATIONS

7. OTHER BUSINESS

8. NEXT MEETING

Thursday, November 19, 2015, 11:00 a.m. – 1:00 p.m.
Council Chamber, 5th Floor
Regional Administrative Headquarters
10 Peel Centre Drive, Suite A
Brampton, Ontario

9. ADJOURNMENT

Request for Delegation

Attention: Regional Clerk
Regional Municipality of Peel
10 Peel Centre Drive, Suite A
Brampton, ON L6T 4B9

Phone: 905-791-7800 ext. 4582 Fax: 905-791-1693

E-mail: council@peelregion.ca

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MEETING DATE YYYY/MM/DD 2015/05/07	MEETING NAME EMPC
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REQUEST DATE YYYY/MM/DD
2015/04/24

NAME OF INDIVIDUAL(S) Barney Owens		NAME OF ORGANIZATION Office of the Fire Marshal and Emergency Management (OFM)	
POSITION/TITLE Director - Response			
E-MAIL	TELEPHONE NUMBER (416) 314-2393	EXTENSION	FAX NUMBER

NAME OF INDIVIDUAL(S)		NAME OF ORGANIZATION Ministry of Community Safety and Correctional Services	
POSITION/TITLE			
E-MAIL	TELEPHONE NUMBER	EXTENSION	FAX NUMBER

REASON(S) FOR DELEGATION REQUEST (SUBJECT MATTER TO BE DISCUSSED)
Mr. Owens has been invited by Regional Emergency Management and will be making a presentation to the Emergency Management Program Committee (EMCP) about the roles and responsibilities of elected and senior officials during an emergency situation. He will also speak to mandates under the Emergency Management and Civil protection Act, including linkages amongst Federal, Provincial and Upper tier/Lower tier municipal governments, as well as considerations for making an emergency declaration under the Act.

I AM SUBMITTING A FORMAL PRESENTATION TO ACCOMPANY MY DELEGATION YES NO

I WILL REQUIRE THE FOLLOWING AUDIO-VISUAL EQUIPMENT / SOFTWARE FOR MY PRESENTATION
 DOCUMENT CAMERA / OVERHEAD PROJECTOR LCD PROJECTOR POWERPOINT

Note:
Delegates are requested to provide 45 copies of all background material / presentations to the Clerk's Division at least seven (7) business days prior to the meeting date so that it can be included with the agenda package. In accordance with Procedure By-law 100-2012, as amended, delegates appearing before Regional Council or Committee are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).

Once the above information is received in the Clerk's Division, you will be contacted by Legislative Services staff to confirm your placement on the appropriate agenda. Thank you.

Notice with Respect to the Collection of Personal Information
(Municipal Freedom of Information and Protection of Privacy Act)

Personal information contained on this form is authorized under Section IV-4 of the Region of Peel Procedure By-law 100-2012 as amended, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Regional Council or a Committee of Council. The Delegation Request Form will be published in its entirety with the public agenda. The Procedure By-law is a requirement of Section 238(2) of the *Municipal Act, 2001*, as amended.

Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. All Regional Council meetings are audio broadcast via the internet and will be video broadcast on the local cable television network where video files will be posted and available for viewing subsequent to those meetings.

Questions about collection may be directed to the Manager of Legislative Services, 10 Peel Centre Drive, Suite A, 5th floor, Brampton, ON L6T 4B9, (905) 791-7800 ext. 4462.

For Information

DATE: April 21, 2015

REPORT TITLE: **REGIONAL EMERGENCY MANAGEMENT – PROGRAM ACTIVITIES UPDATE**

FROM: Lorraine Graham-Watson, Commissioner of Corporate Services

OBJECTIVE

To provide an update on the various Regional Emergency Management (REM) activities and accomplishments since the last Emergency Management Program Committee (EMPC) meeting on June 2014.

REPORT HIGHLIGHTS

- Regional staff have achieved *Emergency Management and Civil Protection Act*, 2014 compliance for 2014.
- A submission under the Ice Storm Assistance Program has yielded some preliminary financial recovery.
- Revisions have been completed to the Region of Peel Emergency Plan.
- Regional staff continue support activities for the upcoming Pan Am & Parapan Games.
- The details of recent Regional Emergency Management (REM) training activities are also provided.

DISCUSSION
1. 2014 Compliance

The *Emergency Management and Civil Protection Act*, Regulation 380/04, Part II ('the Act'), establishes 15 mandatory emergency management related standards that are required of municipalities (both Regional and area municipalities).

Day-to-day Regional Emergency Management (REM) program activities focus on the five (5) pillars of emergency management. These are: prevention, mitigation, planning, response and recovery. The legislated municipal standards are woven into the five pillars of emergency management and include annual reporting to the Emergency Management Program Committee (EMPC).

The mandatory standards require review and update of the region's Hazard Identification and Risk Assessment, review of the region's emergency plan, as well as training/education to support readiness and response capability.

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**REGIONAL EMERGENCY MANAGEMENT –
PROGRAM ACTIVITIES UPDATE**

The Act empowers the Chief of the Ontario Fire Marshal and Emergency Management (OFMEM) to specify training requirements for the Community Emergency Management Coordinators (CEMCs). The Manager of REM is designated as the primary CEMC for the Region and REM staff act as alternate CEMCs. All REM staff have successfully completed the mandatory training required by the province.

Under the Act, the emergency plans of area municipalities must conform to the plans of the Regional municipality. REM works closely with the three area municipalities' CEMCs to ensure coordination of emergency plans, interoperability of plans, emergency response strategies and compatibility of Incident Management Systems.

On an annual basis REM files compliance documents with the OFMEM. REM outlines the specific compliance initiatives that have been undertaken over the year in order to conform to requirements of the Act. REM consistently achieves compliance and met all compliance standards in 2014.

2. Ice Storm Assistance Program

REM coordinated the Region's original finance assistance submission under the Ontario Disaster Relief Assistance Program (ODRAP). Subsequently the province introduced a separate and distinct program of financial support for the 2013 Ice Storm.

REM worked very closely with other Regional staff to coordinate and collect the detailed information and support documents that were required under the province's Ice Storm Assistance Program. REM was the primary functional contact with provincial authorities throughout the submission process.

The final submission to the province was completed within the mandated timelines and the total financial request was for \$2,276,707.00. The province recently agreed to an interim payment to the Region of \$796,847.45 of the requested amount.

REM continues to work with other Regional staff in order to provide additional clarification and support documentation required by the province for access to the remaining funds.

3. Region of Peel Emergency Plan Revisions

The Region's emergency plan was previously structured utilizing a command framework consisting of a Regional Control Group and Regional Support Group.

Since the introduction of the provincial Incident Management System (IMS) Doctrine, REM has been working toward full implementation of IMS as the supporting structure for the Region's emergency plan.

REM continues to work on revising and updating the Regional plan. Key elements to the updated emergency plan include the following:

- An all-hazards approach that supports consistency and adaptability,
- Full implementation of IMS which facilitates expansion and contraction of response

5.1-3

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REGIONAL EMERGENCY MANAGEMENT – PROGRAM ACTIVITIES UPDATE

- A standardized 4 stage escalation process (routine monitoring, enhanced monitoring, partial activation of the Regional emergency operations centre, and full activation of the Regional emergency operations centre),
- Departmental appendices to the Regional Plan that build capacity and flexibility,
- Improved coordination with area municipalities and provincial OFMEM
- Ongoing tracking of emergency incidents in order to identify risk trends and determine whether additional hazard specific appendices to the plan may be a future need,
- Additional support strategies to the plan, including crisis communications and a dedicated cost centre for tracking costs during emergency events.

Various elements of the revised draft plan will be tested by REM throughout the period of the Pan/Para PanAm Games ('the Games') and identified gaps or needs will be addressed accordingly.

The revised plan will be completed in the fall 2015 and presented at the November meeting of the EMPC.

4. Emergency Management Training and Awareness Initiatives

REM has embarked on an extensive training strategy to enhance readiness under an IMS structure.

Since January 2013 REM has trained over 340 Peel Regional Police supervisory staff at the IMS 200 level (provincial standard). REM has also provided Emergency Management orientation sessions to recently promoted Duty Inspectors with Peel Regional Police on an as needed basis. REM has also delivered the IMS 200 level training to over 75 Regional staff and Emergency Management stakeholders including staff from each of the area municipalities. REM continues to offer training to municipal partners and personnel from the area municipalities.

In March 2015 REM launched two on-line training programs.

One of the programs introduces participants to the basics of emergency management, while the second program covers the principles of IMS. These offerings enable REM to build capacity and provide a broader understanding to a wider audience of staff. As of April 2015, over 150 Regional staff have successfully completed the on-line programs.

Emergency exercises are an important tool for evaluating emergency plans and response strategies, as well as providing training and awareness.

REM has led and/or participated in numerous emergency exercises during the past year. REM coordinated Regional participation in the three provincial Games' exercises and has assisted municipal partners with localized emergency exercises. Regional departments, particularly the Health Department, have conducted program specific exercises to meet various legislated requirements. REM assists departmental staff with planning, execution and evaluation of program specific emergency exercises, such as the Long Term Care homes emergency exercise in April 2015.

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**REGIONAL EMERGENCY MANAGEMENT –
PROGRAM ACTIVITIES UPDATE**

As well, in October 2014, REM developed and delivered an education session and table-top exercise for the Executive Leadership Team (ELT). REM is presenting an additional educational session to ELT in fall 2015 to provide a walk-through orientation to the updated Regional emergency plan.

REM has also revamped and updated their external internet web links and developed an enhanced internal website. These web based resources provide information and linkages to a wide variety of emergency preparedness information.


5. Pan Am & Parapan Games Support Activities

REM has been extremely active in support of the Games' various consequence management initiatives.

For the past 2 years REM has been significantly engaged with various provincial, area municipality, and Regional initiatives to ensure readiness of emergency/consequence management strategies.

CONCLUSION

REM is compliant with all legislated provincial requirements for 2014. REM will continue programs and activities to remain compliant for the coming year and will report to the EMPC on any future updates regarding compliance should the need arise.



Lorraine Graham-Watson, Commissioner of Corporate Services

Approved for Submission:



D. Szwarc, Chief Administrative Officer

For further information regarding this report, please contact Richard Gibson, Manager, Regional Emergency Management, ext. 4456, or at Richard.gibson@peelregion.ca.

Authored By: Richard Gibson, Manager, Regional Emergency Management

For Information

DATE: April 21, 2015

REPORT TITLE: **REGIONAL FIRE COORDINATORS 2014 ANNUAL REPORT**

FROM: Lorraine Graham-Watson, Commissioner of Corporate Services

OBJECTIVE

To inform of the annual Fire Coordinators report from Tim Beckett, Fire Chief, City of Mississauga, attached as Appendix I to the report of the Commissioner of Corporate Services, titled "Regional Fire Coordinators 2014 Annual Report".

REPORT HIGHLIGHTS

- The position of Regional Fire Coordinator rotates amongst the three Fire Chiefs of Mississauga, Brampton and Caledon on an annual basis.
- Tim Beckett, Fire Chief, Mississauga has assumed the role of Regional Fire Coordinator from retired Chief John McDougall and will retain the role throughout 2015.
- Fire coordination throughout the Region assists in ensuring efficient, effective and coordinated response.

DISCUSSION**1. Background**

The role of Regional Fire Coordinator rotates among the three area Fire Chiefs. While one Chief is designated as the Regional Fire Coordinator through mutual agreement amongst the Chiefs, the other two Chiefs are deemed to be Deputy Regional Fire Coordinators.

The role of the Regional Fire Coordinator includes:

- Ensuring coordination of municipal fire plans
- Monitoring and maintaining both physical and human resources during an emergency event
- Ensuring communications links with Regional services
- Ensuring municipal fire plans are aligned with the Regional Emergency Plan
- Preparing an annual report on mutual aid activities

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**REGIONAL FIRE COORDINATORS 2014
ANNUAL REPORT**

2. 2014 Annual Fire Coordinators Report

Attached as Appendix I is the report of Chief Tim Beckett on behalf of himself and retired Fire Chief John McDougall, pursuant to the mandate of the Regional Fire Coordinator. Staff wish to thank Chief McDougall (retired) for his efforts in 2014 along with his many years of service and further extend best wishes in his retirement.

3. 2015 Regional Fire Coordinator

The role of the Regional Fire Coordinator for 2015 will be staffed by Tim Beckett, Fire Chief, Mississauga Fire and Emergency Services. Chief Beckett will serve in this role until December 31, 2015. During 2015, both Chief Michael Clarke (Brampton Fire and Emergency Services) and Chief Dave Forfar (Caledon Fire and Emergency Services) will serve as Deputy Regional Fire Coordinators to Chief Beckett.



Lorraine Graham-Watson, Commissioner of Corporate Services

Approved for Submission:



D. Szwarc, Chief Administrative Officer

APPENDICES

- I. Report from Tim Beckett – Fire Chief, City of Mississauga

For further information regarding this report, please contact Richard Gibson, Manager, Regional Emergency Management, ext. 4456, or at Richard.gibson@peelregion.ca.

Authored By: Richard Gibson, Manager, Regional Emergency Management

REGIONAL FIRE COORDINATOR-ANNUAL REPORT

TO: Chair & Members of Regional Council

FROM: Tim Beckett
City of Mississauga
2014/15 Regional Fire Coordinator

DATE: April 15, 2015

RE: 2014 Annual Fire Coordinators Report

Recommendation:

That the report titled "2014 Annual Fire Coordinators Report" be received for information

Background:

The following resolution was adopted by Regional Council on December 15th 2005:

That the position of the Regional Fire Coordinator be continued pursuant to the mandate of the Regional Corporation under the Emergency Management Act R.S.O. 1990 c E. (as amended, and its powers as a natural person under the Municipal Act, 2001 to appoint such Officers and employees as it deems necessary.

The position of Regional Fire Coordinator in the Region of Peel rotates between the Fire Chiefs of the three local municipalities located within the Region on an annual basis. Fire Chief Andy McDonald (City of Brampton) was the Regional Fire Coordinator in 2012, Fire Chief Terry Irwin (Town of Caledon) was the Regional Fire Coordinator for 2013 and Fire Chief John McDougall (City of Mississauga) held the position from Jan 1, 2014 to July 25, 2014 (in which he retired). Fire Chief Tim Beckett (City of Mississauga) assumed the acting role of Regional Fire Coordinator as of July 25, 2015 and was officially appointed by the Ontario Fire Marshal as of December 2, 2015. Due to the retirements of Chief McDonald and Chief McDougall in 2014 and the retirement of Chief Irwin in late 2013, a decision was made by the three new Fire Chiefs that Chief Beckett would remain as the Regional Fire Coordinator for the 2015 term.

Mutual Aid Activities in 2014:

The mutual aid services responded to twelve (12) mutual aid requests in 2014. The following table details the requests.

DATE	RESPONDING MUNICIPALITY	REQUESTING MUNICIPALITY
March 6, 2014	Mississauga	Toronto

April 5, 2014	Mississauga	Brampton
Nov 28, 2014	Brampton	Caledon
Jan 1, 2014	Caledon	Orangeville
Jan 18, 2014	Caledon	Orangeville
April 5, 2014	Caledon	Brampton
April 12, 2015	Caledon	Adjala
May 13	Caledon	Orangeville
May 14, 2014	Caledon	Orangeville
October 30	Caledon	Orangeville
Dec 27, 2014	Caledon	Orangeville

Emergency and Protective Services Committee:

The Regional Fire Chiefs of all three municipalities played an active role in the Emergency and Protective Services Committee and were represented at the two scheduled meetings (February 20 and June 19). The September meeting was cancelled.

The Chiefs meet formally on several occasions in the first half of 2014, to discuss and review mutual aid items of interest including items as joint communications, incident management issues, labour relations and EMS responses including the Provincial Simultaneous Notification Communications System in the Region of Peel. With the transitions happening in Brampton and Mississauga there was no formal meeting(s) that occurred.

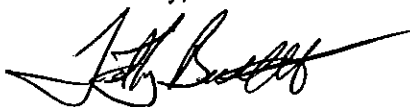
Simultaneous Notification Communications System went live in January 2014 and we continue to evaluate the success of the program. The Provincial steering group (Chief Beckett is a member representing the Ontario Association of Fire Chiefs) continues to gather data and has not officially report out. We know that we have seen time savings in both the receipt of incidents from Ambulance dispatch as well as out call processing time. We continue to work through minor issues with the province, the vendor and our own operational processes.

New Fire Chiefs in Brampton and Mississauga:

In July 2014 Brampton appointed Michael Clark, Fire Chief Brampton Fire & Emergency Services replacing retiring Chief Andy MacDonald. Also in July 2014, Mississauga appointed Tim Beckett, Fire Chief Mississauga Fire & Emergency Services replacing retiring Chief John McDougall.

On behalf of the Mutual Aid Fire Services within the Region of Peel I would like to thank both Chief MacDonald and Chief McDougall for their years of service and dedication serving the residents of the Region of Peel. I would also like to thank Regional Council, each Municipal Council and all associated staff for their support and work in 2014.

Sincerely,



Tim Beckett
Fire Chief

For Information

DATE: April 22, 2015

REPORT TITLE: **REGIONAL EMERGENCY MANAGEMENT – CONCEPT OF OPERATIONS DURING THE PERIOD OF PAN/PARA PANAM GAMES**

FROM: Lorraine Graham-Watson, Commissioner of Corporate Services

OBJECTIVE

To provide an update on the upcoming planned operations during the period of Pan/Para PanAm Games.

REPORT HIGHLIGHTS

- A joint municipal-provincial monitoring and reporting structure now in place titled the Command, Control, Communications (“C3”) initiative.
- Concept of Operations includes a Regional modified staffing approach to maximize deployment while maintaining a single operations hub.
- Regional staff will continue to liaise with host municipalities, internal departments and the Provincial Emergency Operations Centre (PEOC) as the events approach.

DISCUSSION
1. Background

The Office of the Fire Marshal and Emergency Management (OFMEM) has asked all host municipalities and Upper Tier partners to participate in a coordinated and consistent approach to the emergency management and consequence management strategies during the Pan/Para PanAm Games (‘the Games’) operations.

As a result of the provincial request, Regional Emergency Management (REM) has been a very involved participant in support of Games preparations through a variety of activities, including:

- Provincial Consequence Management Working Group
- Provincial exercises’ planning teams
- Led regional participation in all three (3) provincial PanAm exercises
- Regional and area municipalities Community Emergency Management Coordinator (CEMC) coordination meetings
- Regional and Single Tier municipalities CEMC coordination meetings
- Toronto 2015 Peel Coordinating Committee

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**REGIONAL EMERGENCY MANAGEMENT
(REM) – CONCEPT OF OPERATIONS
DURING THE PERIOD OF PAN/PARA
PANAM GAME**

- REM's Internal Stakeholder Committee
- Assessment and review of Venue/Facility Risk Response Plan templates
- Contributions to Municipal Service Agreements
- Workplan for duration of the Games
- Adhoc initiatives as required

2. C3 – Command, Control and Communications

The OFMEM has worked diligently with municipal and provincial partners to develop a liaison and reporting structure that will allow for a constant monitoring and reporting strategy that can be maintained throughout the duration of the Games. The C3 initiative includes an Incident Management System (IMS) based command structure.

In order to ensure the provincial C3 approach is relevant to regional needs, REM conducted a review of the regional hazards and risks as they pertain to the Games. REM has identified the following hazards that could represent the possibility of significant risk during Games operations:

- Severe weather event
- Structural collapse
- Mass casualty incident
- Wide spread food poisoning
- Significant security incident
- Major transportation accident (road or rail)
- Emergency at the GTAA
- A provincially directed response to an incident outside of the Games

The identified risks remain consistent with Hazard Identification Risk Assessment (HIRA) evaluations that guide routine REM planning activities.

The OFMEM C3 strategy is designed to ensure important information is continually gathered and dispersed amongst stakeholders throughout the period of Games operations. The Provincial Emergency Operations Centre (PEOC) will be operational on a 24/7 basis during Games periods and the PEOC has instituted a series of daily reporting cycles and consolidation of situational reports, of which the REM will be a participant.

3. REM Concept of Operations

In order to meet the provincial reporting requirements REM is developing a modified staffing approach that complies with the maximum deployment model being utilized by the province. REM will staff an operations hub at the Region in order to function as a single point of contact to the PEOC.

REM's Concept of Operations for the period of the Games includes enhanced monitoring and ongoing situational awareness through active liaison with Peel's host municipalities, regional departments/programs and the PEOC. REM will also participate in a series of

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**REGIONAL EMERGENCY MANAGEMENT
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PANAM GAME**

briefings and manage operational cycles in support of the Games' consequence management strategies.

4. Liaison with Host Municipalities, Regional Departments and the PEOC

Regional services being provided in support of the Games operations and host municipalities within Peel includes; Public Health (Environmental Health and Communicable Disease services), Paramedic services, Public Works (Waste and waste-water. Roads and Transhelp), Peel Regional Police (working with private security services and the policing services` Integrated Security Unit)

Through constant monitoring, active liaison and ongoing engagement with internal and external stakeholders, REM will remain positioned to coordinate and gather information from Regional departments and area municipalities in order to maintain effective situational awareness. This will facilitate the provision of a consolidated situational report to the PEOC at the end of each competition day and serve to identify any critical matters that may need to be brought to the attention of senior Regional management or the Regional control group as required.

CONCLUSION

REM is full participating in the Games planning and will be actively engaged during the Games. In the event that an emergency situation arises, REM will be positioned to move quickly into a partial or full emergency activation.



Lorraine Graham-Watson, Commissioner of Corporate Services

Approved for Submission:



D. Szwarc, Chief Administrative Officer

For further information regarding this report, please contact Richard Gibson, Manager, Regional Emergency Management, ext. 4456, or at Richard.gibson@peelregion.ca.

Authored By: Richard Gibson, Manager, Regional Emergency Management