

The Corporation of the Town of Atikokan

By-Law No. 68-18

Emergency Management Program and Emergency Response Plan By-Law

A By-Law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the *Emergency Management and Civil Protection Act*

WHEREAS under the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E.9 and Ontario Regulation 380/04 (the "Act") every municipality in the province is required to:

- Develop and implement an emergency management program, which shall consist of:
 - an emergency plan;
 - training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - public education on risks to public safety and on public preparedness for emergencies; and
 - any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
- Designate an employee of the municipality or a member of the council as its emergency management program coordinator;
- Establish a community emergency management program committee;
- Establish a community control group;
- Establish an emergency operations centre to be used by the community control group in an emergency; and
- Designate an employee of the municipality as its emergency information officer;

AND WHEREAS it is prudent that the emergency management program developed under the Act be in accordance with international best practices, including the five core components of emergency management; prevention, mitigation, preparedness, response and recovery;

AND WHEREAS the purpose of such a program is to help protect public safety, public health, the environment, critical infrastructure and property during an emergency and to promote economic stability and a disaster resilient community;

NOW THEREFORE the Council of The Corporation of the Town of Atikokan hereby enacts as follows:

Emergency Management Program

1. An Emergency Management Program for the municipality will be developed and reviewed annually by the Community Emergency Management Program Committee consistent with and in accordance with the Act and international best practices, including the four core components of emergency management, namely: mitigation/prevention, preparedness, response and recovery, and such program shall include:
 - a. training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - b. public education on risks to public safety and on public preparedness for emergencies; and
 - c. any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario.

2. The Emergency Management Program shall be consistent with the objectives of protecting public safety, public health, the environment, critical infrastructure and property, and to promote economic stability and a disaster-resilient community.

Emergency Response Plan

3. The Emergency Response Plan, which has been developed in accordance with the requirements of the Act and international best practices, and which is attached hereto as Schedule "A" is hereby adopted (the "Plan").
4. The appendices to Schedule "A" are confidential and held on file with the CEMC.
5. The Plan shall be reviewed annually by the CEMC and the Community Emergency Management Program Committee. The CEMC is authorized to make such administrative changes to the Plan as appropriate to keep the Plan current, such as personnel, organizational and contact information updates. Any significant revision to the body of the Plan shall be presented to Council for approval.
6. When an emergency exists, but has not yet been declared to exist, Town employees and the Community Control Group may take such action under the Plan as may be required to protect property and the health, safety and welfare of the inhabitants of the Town.

Community Emergency Management Coordinator

7. The Fire Chief, is hereby appointed as the primary community emergency management coordinator (the "CEMC") responsible for the emergency management program for the Town including maintenance of the Plan, training, exercises, public education and such other duties and responsibilities as outlined in the Act.
8. The CAO is hereby appointed as alternate CEMC to act in place of the primary CEMC in his/her absence.

Community Emergency Management Program Committee

9. The persons from time to time holding the following positions in the municipality, shall be members of the Community Emergency Management Program Committee:
 - a. Head of Council/Mayor
 - b. CAO
 - c. CEMC
 - d. Fire Chief
 - e. Atikokan General Hospital CEO
 - f. OPP Representative(s)
 - g. Emergency Medical Services
 - h. Ontario Power Generation
 - i. Northwestern Health Unit
 - j. Director of Public Works
 - k. Atikokan Hydro CEO
 - l. Public Information Coordinator
10. The CAO is hereby appointed as chair of the Community Emergency Management Program Committee.
11. The Community Emergency Management Program Committee shall advise Council on the development and implementation of the municipality's Emergency Management Program and shall review the program annually.

Community Control Group

12. The persons from time to time holding the following positions in the municipality, shall be members of the Community Control Group (CCG):
- a. Head of Council/Mayor
 - b. CAO
 - c. Fire Chief
 - d. Ontario Provincial Police
 - e. Director of Public Works
 - f. Public Information Coordinator
 - g. Atikokan Hydro CEO
 - h. CEMC

Emergency Operations Centre

13. A primary and an alternate Emergency Operations Centre have been established for use by the Community Control Group in an emergency and with the appropriate technological and telecommunications systems to ensure effective communication in an emergency. The locations of the Emergency Operations Centres are identified in Appendix "E" of the Plan.

Emergency Information Officer

14. The Deputy Clerk is hereby appointed as the Emergency Information Officer for the municipality to act as the primary media and public contact for the municipality in an emergency.

Administration

15. The Plan shall be made available to the public for inspection and copying at the Administration Office, 120 Marks St Atikokan, ON. During regular business hours. The Plan shall also be made available online at www.atikokan.ca.
16. The Plan, or any amendments to the Plan, shall be submitted to the Chief, Emergency Management Ontario identified in the Act.
17. That By-Law No. 65-18 is hereby repealed.

READ a FIRST, SECOND and THIRD time and FINALLY PASSED this 17th day of December 2018.



Mayor



Clerk

