

MEMORANDUM

TO: Chair and Members of the Community and Corporate Affairs Committee

FROM: Harry Olivieri, Commissioner and Fire Chief,
Community Emergency Management Coordinator

DATE: November 30, 2018

MEMORANDUM NO.: MEM-FIRE-2018-0012

RE: 2018 Emergency Preparedness Exercise

PURPOSE OF THE MEMORANDUM:

To provide the Community and Corporate Affairs Committee with an update regarding an Emergency Response Exercise held on November 29, 2018.

BACKGROUND:

The Emergency Management and Civil Protection Act and Ontario Regulation 380/04 require municipalities to perform specified activities on an annual basis to maintain compliance with legislated standards.

Each year the local Community Emergency Management Coordinator (CEMC) is required to hold an Emergency exercise to ensure the readiness of employees of the municipality to act under the provisions of the Town's approved emergency response plan.

COMMENTS:

Earlier this year staff was approached by the Senior CEMC for the Region of Halton asking if we were interested in participating in a joint emergency exercise. After reviewing the details of their proposal our participation was confirmed and planning for emergency exercise "Downburst" commenced. The exercise was planned to be both a live and tabletop event.

The exercise was designed to be a weather related event that involved strong winds impacting north-east Acton, damaging homes, disabling hydro in the area and producing other typical wind storm impacts which displaced residents of the affected area generating the need to find temporary accommodations.

Within the exercise both the Region's and Halton Hills' Emergency Response Plans were activated with their respective Emergency Control Groups assembled in their Emergency Operation Centres. Issues addressed included activating the Gellerts' Emergency Evacuation Centre Plan and actually having all required agencies such as

Red Cross, St. Johns Ambulance , EMS, Regions Social and Community Services staff and Town staff, actually set-up the Emergency Evacuation Centre in the Gellert. In addition departments from both the Region and the Town were tasked with restoring power and clean-up as well as search and rescue. An important component of the exercise dealt with our ability to communicate timely information to the public by both the Town's and the Region's Emergency Information Officers.

In the end, all residents in the impacted area were accounted for, the Gellert Evacuation Centre was successfully implemented, plans for restoration of hydro were underway, clean-up crews had begun to restore the area and recovery planning was established.

A post exercise review was conducted by the participants and the following action items were developed:

- Update the Emergency Response Plan Contact List
- Plan to hold Disaster Land Software (D-LAN) refresher training including the set-up of all log-ins associated with the software
- Plan to hold a Basic Emergency Exercise (BEM) course
- Plan to hold the same exercise for Alternate members of the Emergency Control and Support Groups
- Hold an Emergency Response Plan training session

CONCLUSION:

Emergency Evacuation Centre Plan successfully implemented with Emergency Control Group staff efficiently deploying services and personnel addressing all impacts of the exercise.

The next step of the process is to address the action items listed above. Staff will continue to plan training opportunities for members of the Emergency Control and Support Group to ensure that our municipal resources and staff are ready to respond to an emergency in our community.

Reviewed and Approved by,

A handwritten signature in cursive script, appearing to read "Bruce Morrison".

Bruce Morrison, Deputy Fire Chief

A handwritten signature in cursive script, appearing to read "Harry Olivieri".

Harry Olivieri, Chief & Commissioner of Fire Services

A handwritten signature in cursive script, appearing to read "Brent Marshall".

Brent Marshall, CAO