

# The Corporation of the Township of Brock

## By-law 3105-2022

### Emergency Management Program, Municipal Control Group and Community Emergency Management Co-ordinator By-law

A By-law to adopt an Emergency Management Program and Municipal Control Group 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 (the "Act") and Ontario Regulation 380/04 (the "Reg") every municipality in the Province of Ontario is required to:

- Develop and implement an emergency management program, which shall consist of:
  - an emergency management 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;
- Designate an employee of the municipality as its community emergency management co-ordinator;
- Designate an employee of the municipality as its alternate(s) community emergency management co-ordinator;
- Establish an emergency management program committee;
- Establish an emergency control group;
- Establish an emergency-operations centre to be used by the municipal emergency 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;

BE IT THEREFORE RESOLVED THAT the Council of the Corporation of the Township of Brock hereby enacts as follows:

#### **Emergency Management Program**

An Emergency Management Program for the municipality will be developed and reviewed annually by the Emergency Management Program Committee consistent with and in accordance with the Act, the Reg, and international best practices, including the five components of emergency management, namely: prevention, mitigation, 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.

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 Management Program Committee**

The persons holding the following positions in the municipality shall be members of the Emergency Management Program Committee:

- CEMC (Chair)
- Chief Administrative Officer (CAO)
- Municipal Clerk
- Director of Public Works
- Director of Finance (Treasurer)
- Chief Building Official
- Facilities Manager
- Bylaw/Animal Control Supervisor

The CEMC is hereby appointed as chair of the Emergency Management Program Committee.

The 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.

### **Municipal Control Group**

The persons holding the following positions in the municipality shall be members of the Municipal Control Group (MCG):

- Mayor (Executive Authority)
- Chief Administrative Officer (MEOC Director)
- CEMC
- Director of Public Works
- Municipal Clerk
- Chief Building Official
- Director of Finance (Treasurer)
- Facilities Manager
- Bylaw/Animal Control Supervisor

### **Emergency Operations Centre**

A primary and an alternate Emergency Operations Centre have been established for use by the MCG 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 the Emergency Master Plan.

### **Emergency Information Officer**

The Municipal 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.

### **Community Emergency Management Co-ordinator (CEMC)**

That the Fire Chief of the Township of Brock be designated the Community Emergency Management Co-ordinator (CEMC) and shall co-ordinate the development and implementation of the municipality's Emergency Master Plan.

### **Alternate Community Emergency Management Co-ordinator (Alt. CEMC)**

That the Facilities Manager and the Director of Public Works of the Township of Brock be designated as Alternate Community Emergency Management Co-ordinators (Alt. CEMC).

### **Administration**

The Emergency Master Plan shall be made available to the public for inspection and copying at the Administration Office, 1 Cameron Street East, Cannington Ontario, during regular business hours.

The Plan, or any amendments to the Plan, shall be submitted to the Office of Emergency Management as identified in the Act.

By-law 2704-2016-PP is hereby repealed.

By-law 1998-2006-PP is hereby repealed.

By-law 2705-2016-PP is hereby repealed.

Enacted this \_\_\_\_\_ day of January 2023.

---

Walter Schummer, Mayor

---

Fernando Lamanna, Clerk/Deputy CAO