

The Corporation of the Township of Lake of Bays
Community Emergency Management Program
Committee

MINUTES



A regularly scheduled meeting of the Community Emergency Management Program Committee meeting was held at 2:30 p.m. on Monday, April 20th, 2009 at the Municipal office at 1012 Dwight Beach Road, Dwight, Ontario.

Attendance

C.E.M.P.C.	Tom Brown
O.P.P. Acting Staff Sergeant	Mike Frew
Fire Chief	Gary Monahan
C.A.O./Treasurer	Don Chevalier
Councillor	Virginia (Ginny) Burgess
Fire Chief	Steve Hernen
Administrative Assistant	Carrie Sykes

Regrets

Mayor	Janet Peake
Muskoka Ambulance	Judy Moore
	Dan Armour
Municipal Clerk	Michelle Percival

1. MEETING CALLED TO ORDER

The meeting was called to order at 2:30 p.m., on April 20th, 2009 by the Community Emergency Management Program Coordinator, Tom Brown.

2. APPROVAL OF AGENDA

Resolution #2/04/20/09

Steve Hernen and Gary Monahan

BE IT RESOLVED THAT the Community Emergency Management Program Committee Agenda dated April 20th, 2009 be adopted as circulated.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

4. ADOPTION OF MINUTES

(a) Resolution #4(a)/04/20/09

Steve Hernen and Gary Monahan

BE IT RESOLVED THAT the Community Emergency Management Program Committee Minutes dated January 12th, 2009 be adopted as circulated.

Carried.

5. DELEGATIONS

Nil

6. REPORTS

(a) Community Emergency Management Coordinator:

(i) Report re: G8 Participation Consequence Management

This report was presented at the Finance and Corporate Services Committee meeting held on April 14th, 2009 and a resolution was passed for Council's consideration for the May 12th, 2009 Council meeting.

The CEMC explained that Emergency Management Ontario is asking municipalities to voluntarily participate in "consequence management", which involves planning for an emergency as a result of the G8 Summit event in 2010.

As this event is not considered an emergency event and the Emergency Management and Civil Protection Act will not apply until an emergency is declared the municipalities have been asked to prepare for the worst case scenario.

Participation requires the preparation of a budget for potential costs to the Township of Lake of Bays for consequence management of normal municipal operations that are expected to be adversely affected by the days before and after the event.

The CEMC noted the following:

- Difficulty in preparing a budget for projected expenditures;
- Only costs submitted "pre-event" will be considered for payment;
- Municipality unable to request additional funding "post-event".

The CEMC advised that the office generator was not going to last very much longer as the engine required major repairs. Quotes have been obtained for the repair work and are equal to purchasing a new generator.

(ii) Report re: Emergency Plan Updates

Committee reviewed the new information provided by the Ministry of Natural Resources and approved the inclusion of the updates for the Emergency Plan.

The CEMC advised that new updated pages will be prepared to be inserted into the existing plan.

(iii) Report re: 2009 Meeting Dates (Time Changes)

The meeting time has been amended from 1:00 p.m. to 2:30 p.m. to better suit committee members on the scheduled meeting dates.

A copy of the amended schedule was provided in the agenda package.

(iv) Report re: Reception/Evacuation Shelters Assessment

The CEMC advised that the Red Cross in cooperation with the District Municipality of Muskoka conducted assessments of the Baysville and the Dwight Community Centres for the purpose of reception/evacuation shelter usage.

Committee was informed that these assessments were being conducted throughout Ontario and a copy of the inspection form for both facilities was provided for information only.

An error was noted on page 23 of Facility Category "C" – Baysville Community Centre, indicating the closest highway junction was highways 35 and 60. It should read highway 11 and District road 117.

In summary the Township of Lake of Bays facilities fared well.

(v) Report re: Maps of Propane Sites in Muskoka

For committee's information only.

(vi) Report re: H.I.R.A. Updates

The CEMC requested the committee review Appendix "L", the Hazard Identification Risk Assessment of the Emergency Plan and make note of any recommendations, changes and/or additions.

Resolution #6(a)(vi)/04/20/09

Virginia Burgess and Don H. Chevalier

BE IT RESOLVED THAT the municipality's Community Emergency Management Program Committee approve the hazard information risk assessment for 2009 and that the H.I.R.A. be sent to the Emergency Measures Ontario community officer for his approval.

Carried.

(vii) Report re: Critical Infrastructure Review

The CEMC requested that the committee review Appendix "I", the Critical Infrastructure list of the Emergency Plan and recommend any changes.

Committee recommended that the Bank of Montreal be included in the list of banking institutions.

Resolution #6(a)(vii)/04/20/09

Don H. Chevalier and Virginia Burgess

BE IT RESOLVED THAT the municipality's Community Emergency Management Program Committee approve the Critical Infrastructure review and the list will be submitted to the Emergency Measures Ontario community officer for his approval.

Carried.

(viii) Report re: Essential Level Maintenance

The CEMC reviewed the checklist and noted the items still required to be completed. The checklist, once completed, will be submitted to the Province for compliance of the Emergency Management Act.

(ix) Report re: Public Awareness & Education Strategic Plan

The CEMC advised that the only amendment to the plan was the inclusion of civil disorder, under consequence management.

(b) Alternates Community Emergency Management Coordinator

Nil

(c) Head of Council:

Absent

(d) Fire Chief:

(i) Report re: G-8 Summit up-dates

Fire Chief, Steve Hernen advised that they will be testing the fire department's response time some time in the near future and noted that the O.P.P. will be holding a public meeting on May 11th, 2009 at Deerhurst with respect to security and the G8 Summit.

(e) Senior Police Official:

The O.P.P. Acting Staff Sergeant Mike Frew advised the committee that the O.P.P. will be meeting with the District of Muskoka municipalities with respect to security and the G8 Summit.

(f) Muskoka Ambulance Services Representative:

Absent

(g) Councilor Virginia Burgess:

Nil

7. DISCUSSIONS

The Town of Huntsville has approached the Township of Lake of Bays for the temporary use of the Dwight Community Centre as an evacuation centre if an emergency is declared during the construction of the Jack Bionda Arena. The CEMC advised that the township has offered to assist any way they can.

Muskoka Emergency Day is May 9th, 2009 in Georgian Bay. The Township of Lake of Bays will not be participating this year as a result of time conflicts.

8. CORRESPONDENCE

(a) Dan Hefkey, Ministry of Community Safety & Correction Service, re: Completing all of the Mandatory Emergency Management Activities.

For committee's information only.

9. UNFINISHED BUSINESS

The CEMC advised that a portion of JEPP funding which was applied for last year has been approved. A by-law will be going forward to Council at their next meeting for the Mayor to the agreement.

10. ADJOURNMENT

Resolution #10/04/20/09

Virginia Burgess and Don H. Chevalier

BE IT RESOLVED THAT the Community Emergency Management Program Committee of the Township of Lake of Bays adjourn at 3:15 p.m. to meet again on June 29th, 2009 at 2:30 p.m., in the Council Chambers of the Dwight Municipal Office, Dwight, Ontario.

Carried

C.E.M.C.

Clerk

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