SUBJECT: Amendments to the City of Hamilton’s Emergency Plan (HES08016) (City Wide)

RECOMMENDATION:

That the By-law to Amend Hamilton’s Emergency Plan, Schedule “B” – to the Emergency Management Program By-law No. 05-105 (attached as Appendix “A” to Report HES080016), be passed and enacted.

EXECUTIVE SUMMARY:

As mandated by the Emergency Management and Civil Protection Act the City of Hamilton has developed, implemented, and maintained an emergency management program. A required component of this emergency management program, as per Section 3(1), is that

‘Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and council of the municipality shall by by-law adopt the emergency plan’.
In addition to developing and approving the emergency plan, municipalities are required to review, and if necessary, revise it annually as per Section (6) of the Act. The Emergency Management Program has completed the annual plan review in consultation with all designated Emergency Operation Centre (EOC) responders from City departments. Furthermore, plan implementation in exercises and real events, as well as new reference materials created by working groups have resulted in changes.

This reiteration of the emergency plan contains changes that are minor in scope, with updates to sections pertaining to the Emergency Operations Centres, and roles of the Emergency Management Coordinators and Public Information Coordinator. Annex 2, previously detailing the primary and alternate Emergency Operations Centres has been removed as a result of the creation of EOC manuals for each facility. This annex has been replaced with a new Evacuation Annex.

These changes have been recently approved by the Emergency Management Program Committee, the body responsible for oversight and direction of the Emergency Management Program as required by Ontario Regulations 380/04.

**BACKGROUND:**

In 2003, the introduction of the Emergency Management Act (EMA) required municipalities to have an emergency management program in place, including a coordinator, program committees, emergency plan, training and education. Many, but not all elements contained in this legislation were already in place in Hamilton.

In 2004, regulations were enacted under the EMA listing the specific objectives defined in the Act (Ontario Regulation 380/04). “Program Elements”, as they are called, were completed and continue to be maintained under the timelines given under the regulation. Finally, in 2006, several adjustments were made to the EMA and it was renamed the Emergency Management and Civil Protection Act (R.S.O. 1990, Chapter E.9).

The Emergency Management Program itself is compliant under the regulations. Hamilton’s program has continuously gained the approval of Emergency Management Ontario for completion of the program elements.

**ANALYSIS/RATIONALE:**

Compliance with the *Emergency Management and Civil Protection Act*, including the annual ‘Essential Level’ maintenance as administered by Emergency Management Ontario under the *Act*.

**ALTERNATIVES FOR CONSIDERATION:**

As the City is mandated by the Province to have an up-to-date plan and by-law, there is no alternative.
FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Financial: None

Staffing: None

Legal: Compliance with legislation.

POLICIES AFFECTING PROPOSAL:

Emergency Management Program By-law No. 05-105

RELEVANT CONSULTATION:

Corporate Services Department, Legal Services Division

CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, and economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes ☐ No
Changes to the Emergency Plan enhance the City’s ability to respond to an emergency or disaster situation, thereby reducing the impact on the community.

Environmental Well-Being is enhanced. ☑ Yes ☐ No
An enhanced emergency response capability may result in a reduced impact on the environment in the event a disaster or emergency situation.

Economic Well-Being is enhanced. ☑ Yes ☐ No
An enhanced emergency response capability will utilize personnel and resources more efficiently, thereby reducing the cost and time of responding and recovering.

Does the option you are recommending create value across all three bottom lines? ☑ Yes ☐ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☑ Yes ☐ No
CITY OF HAMILTON

BY-LAW NO. __________

To Amend By-law No. 05-105 to Provide for a Revised Emergency Plan

WHEREAS Council deems it necessary to revise and update the Emergency Plan for the City of Hamilton, being Schedule B to the Emergency Management Program By-law No. 05-105, as a result of the annual review of the plan;

AND WHEREAS Council may enact a by-law to adopt an emergency plan under section 3 of the Emergency Management and Civil Protection Act, R. S. O. 1990, chapter E.9;

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

1. That Schedule “B” to By-law No. 05-105 be repealed and replaced with the Emergency Plan attached to and part of this by-law.

2. This by-law comes into force and effect on the date of enactment.

PASSED and ENACTED this day of , 2008.

Mayor Fred Eisenberger

Kevin Christenson, City Clerk