November 19, 2007

To: Municipal Heads of Council

Dear Head of Council:

As Commissioner of Community Safety for Ontario, my responsibilities include ensuring that all municipalities within the Province maintain effective emergency management programs and have plans in place that permit them to respond to serious emergencies and other events that may occur within their jurisdictions. These programs must conform to the requirements of the *Emergency Management and Civil Protection Act; RSO 2004, and Ontario Regulation 380/04*. On October 11, 2007, Dan Hefkey, Chief of Emergency Management Ontario wrote to remind you of the timelines for compliance with the annual requirements of the EMCPA, and to advise that advice and assistance in completing the mandatory municipal program was available from EMO staff.

Since then, many of you have already completed the program requirements and you are to be commended for your commitment to community safety and the efforts of your council and staff. I am aware, however, that there are some communities that have yet to conduct some of the required program activities and may be experiencing difficulties. To those municipalities who are having problems, I remind you that there is still time to complete the mandatory emergency management program elements and that EMO Field Officers remain available to work with your staff to achieve regulatory compliance for the current year. I would urge those communities to contact their local EMO Field Officer at your earliest convenience to discuss how this can be done. For your convenience, I am attaching a list of EMO Field Staff and their locations.

I would like to add that if any of you feel that there are still reasons that would prevent your municipality from meeting the legislated standards, we would be interested in knowing the barriers that you feel are preventing compliance and I invite you to contact Chief Hefkey in this regard. I am confident that by working together and utilizing the expertise of EMO Field Staff, all obstacles may be overcome. Chief Hefkey may be reached at (416) 314-6186.

Sincerely,

[Signature]

Commissioner of Community Safety

Enclosure

c. Dan Hefkey, Chief, EMO
   Program Delivery, EMO
   Community Emergency Management Coordinator
# EMERGENCY MANAGEMENT ONTARIO
## PROGRAM DELIVERY

### CONTACT LIST - EXTERNAL

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<tr>
<th>OFFICER &amp; SECTOR</th>
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<th>NUMBERS/E-MAIL</th>
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Seaway  
Capital  
Magnetawan  
Killarney  
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Amethyst |
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<th>FIELD OFFICER &amp; SECTOR</th>
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N7L 5K6  
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- Essex  
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- Haldimand  
- Norfolk  
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- Niagara  
- Waterloo |
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- Grey  
- Wellington |
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- York |
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<td>LAKES SECTOR</td>
<td>Field Officer&lt;br&gt;Emergency Management Ontario&lt;br&gt;P.O. Box 134&lt;br&gt;Minden, ON&lt;br&gt;K0M 2K0</td>
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<td>Loyalist SECTOR</td>
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<td>SEAWAY SECTOR</td>
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<td>CAPITAL SECTOR</td>
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<td>Philippe Geoffrion</td>
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<td>City of Ottawa&lt;br&gt;City of Pembroke&lt;br&gt;&lt;strong&gt;Counties of:&lt;/strong&gt;&lt;br&gt;- Renfrew&lt;br&gt;- Lanark&lt;br&gt;&lt;strong&gt;Township of:&lt;/strong&gt;&lt;br&gt;- South Algonquin</td>
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<td>MAGNETAWAN SECTOR</td>
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<td>John Stothers</td>
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<td>KILLARNEY SECTOR</td>
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<td>Jeff Edwards</td>
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<td>&lt;strong&gt;Temiskaming District&lt;/strong&gt;</td>
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<td>Vacant</td>
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<td>AMETHYST SECTOR</td>
<td>Field Officer</td>
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EMO Field Officers provide advice, assistance, and emergency response to municipalities and First Nation communities within their assigned sectors.

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