



**City of Hamilton**  
**EMERGENCY & COMMUNITY SERVICES COMMITTEE**  
**AGENDA**

**Meeting #:** 22-001  
**Date:** January 13, 2022  
**Time:** 1:30 p.m.  
**Location:** Due to the COVID-19 and the Closure of City Hall (CC)

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City's Website:  
<https://www.hamilton.ca/council-committee/council-committee-meetings/meetings-and-agendas>

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<https://www.youtube.com/user/InsideCityofHamilton> or Cable 14

Tamara Bates, Legislative Coordinator (905) 546-2424 ext. 4102

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1. CEREMONIAL ACTIVITIES
2. APPROVAL OF AGENDA  
(Added Items, if applicable, will be noted with \*)
3. DECLARATIONS OF INTEREST
4. APPROVAL OF MINUTES OF PREVIOUS MEETING
  - 4.1. December 9, 2021
5. COMMUNICATIONS
6. DELEGATION REQUESTS
7. CONSENT ITEMS

- 7.1. Hamilton-Wentworth District School Board and City of Hamilton Reciprocal Use Agreement (HSC22002) (City Wide)

**8. PRESENTATIONS / STAFF PRESENTATIONS**

- 8.1. Seniors Advisory Committee – Annual Report
- 8.2. Hamilton Veterans Committee - Annual Report
- 8.3. Housing and Homelessness Advisory Committee - Annual Report

**9. PUBLIC HEARINGS / DELEGATIONS**

**10. DISCUSSION ITEMS**

- 10.1. Red Hill Family Centre Annual Licensing Inspection (HSC22003) (Ward 5)
- 10.2. Updates to the Emergency Plan (HSC22001) (City Wide)

**11. MOTIONS**

- 11.1. Comprehensive, Human-rights Based, Health-focused Housing Solutions for Residents Living Encamped across Hamilton

**12. NOTICES OF MOTION**

**13. GENERAL INFORMATION / OTHER BUSINESS**

**14. PRIVATE AND CONFIDENTIAL**

**15. ADJOURNMENT**



## **EMERGENCY & COMMUNITY SERVICES COMMITTEE MINUTES 21-013**

1:30 p.m.

Thursday, December 9, 2021

Council Chambers

Hamilton City Hall

71 Main Street West

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**Present:** Councillors N. Nann (Chair), B. Clark, T. Jackson, and S. Merulla,

**Regrets:** Councillors E. Pauls and T. Whitehead – Personal

**Also Present:** Councillor M. Wilson

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### **THE FOLLOWING ITEMS WERE REFERRED TO COUNCIL FOR CONSIDERATION:**

#### **1. Appointment of Chair and Vice-Chair for 2022**

##### **(i) (Merulla/Jackson)**

That Councillor Clark be appointed Chair of the Emergency and Community Services Committee for 2022.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Ninder Nann

YES - Ward 4 Councillor Sam Merulla

YES - Ward 6 Councillor Tom Jackson

ABSENT - Ward 7 Councillor Esther Pauls

YES - Ward 9 Councillor Brad Clark

ABSENT - Ward 14 Councillor Terry Whitehead

##### **(ii) (Jackson/Nann)**

That Councillor Merulla be appointed Vice Chair of the Emergency and Community Services Committee for 2022.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Ninder Nann

YES - Ward 4 Councillor Sam Merulla

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YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**2. Seniors Advisory Committee Minutes – October 1, 2021 (Deferred from November 18, 2021) (Item 7.1)**

**(Jackson/Clark)**

That the Seniors Advisory Committee Minutes of October 1, 2021, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**3. Stryker Power Load Conveyance Equipment Standardization (HSC21038) (City Wide) (Deferred from November 18, 2021) (Item 7.2)**

**(Merulla/Jackson)**

- (a) That the Stryker Power Cot/Power Load system be designated a “Standard” system pursuant to Procurement Policy #14 – Standardization, such designation to be reviewed again no later than December 31, 2032;
- (b) That the Preventative Maintenance programs and any repairs for the Stryker Power Cot/Power Load system, manufactured by Stryker Canada Inc, be authorized to be performed by Stryker Canada Inc or a Stryker Canada Inc authorized repair facility; and,
- (c) That the Chief, Hamilton Paramedic Service, or their designate, be authorized to negotiate, enter into and execute any required contract and any ancillary documents required to give effect thereto with Stryker Canada Inc or an authorized Stryker Canada Inc distributor, in a form satisfactory to the City Solicitor.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**4. Reaching Home: Canada's Homeless Strategy Community Homelessness Report 2019-2020, 2020-2021 (HSC21044) (City Wide) (Item 7.3)**

**(Clark/Merulla)**

- (a) That Report HSC21044, respecting Reaching Home: Canada's Homeless Strategy Community Homelessness Report 2019-2020, 2020-2021, be received; and
- (b) That staff report back to the Emergency and Community Services Committee in January 2022 on the current efforts in dealing with the Ontario Health Team with regards to increasing funding for supportive housing in Hamilton.

**Result: Main Motion, As Amended, CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**5. Adaptation and Transformation of Services for People Experiencing Homelessness Update 4 (HSC20020) (City Wide) (Item 8.2)**

**(Clark/Nann)**

- (d) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized to enter into contracts necessary to hire and retain a consultant to find the ways and means of implementing a New Westminster style by-law in Hamilton to deal with the issue of 'renovictions' in the approximate amount of \$100 K, funded from the projected 2021 Housing Services Division surplus through the Tax Stabilization Reserve #110046 and if necessary, from in-year surpluses of the department; any unspent Housing Services Division 2021 surplus be transferred to the Housing Supplement/Housing Allowance Reserve, #112252 be approved.

**Result: Sub-Section (d), as Amended, CARRIED by a vote of 3 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 CONFLICT - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**(Clark/Nann)**

- (a) That the General Manager of the Healthy and Safe Communities Department or their designate be authorized to continue to enter into contracts necessary to secure access and purchase of service for continued enhancement of supports for Hamilton's homeless-serving system during COVID-19 and be funded from any available source jointly deemed appropriate by the General Manager of the Healthy and Safe Communities Department and the General Manager of the Finance and Corporate Services Department including, but not limited to, one or more of the following sources: Reaching Home, Community Homelessness Prevention Initiative, any available provincial or federal funding:
- (i) Transitioning 378 Main Street East (the former Cathedral Boys School) into a temporary shelter for women (approximately 80-100 beds) at an approximate cost of \$1 M for the period of January 1, 2022 to March 31, 2022;
  - (ii) Adding approximately 28 temporary emergency shelter beds as men's system overflow at an approximate cost of \$350 K for the period of January 1, 2022 to March 31, 2022;
  - (iii) That the establishment of a funding source of up to \$500 K to support independent agencies and community entities (e.g. community collaboratives/churches/social clubs, etc.) who may be interested in supporting vulnerable residents through the winter months until March 31, 2022 but who may not have the operational funds to be viable, be approved;
  - (iv) That the creation of an Emerging Needs Fund to prevent and address homelessness experienced by Indigenous community members of Hamilton to respond to needs arising as a result of COVID-19 in the amount of \$500 K for the period of January 1, 2022 to March 31, 2022 be approved;
- (b) That an additional grant in the approximate amount of \$500 K to the YWCA Hamilton for capital renovations required to continue to operate Carol Anne's Place as a temporary drop in program for 22 single homeless women until June 30, 2022, funded from the projected 2021 Housing Services Division surplus through the Tax Stabilization Reserve #110046 and if necessary, from in-year surpluses of the department; any unspent Housing Services Division 2021 surplus be transferred to the Housing Supplement/Housing Allowance Reserve, #112252 be approved;
- (c) That an additional grant in the approximate amount of \$150 K to the Good Shepherd Centre Hamilton for capital renovations required to continue to operate Cathedral as a temporary shelter for women until June 30, 2022,

funded from the projected 2021 Housing Services Division surplus through the Tax Stabilization Reserve #110046 and if necessary, from in-year surpluses of the department; any unspent Housing Services Division 2021 surplus be transferred to the Housing Supplement/Housing Allowance Reserve, #112252 be approved;

- (e) That the General Manager of the Healthy and Safe Communities Department or their designate be directed and authorized, on behalf of the City of Hamilton, to enter into, execute and administer all agreements and documents necessary to implement the purchases and grants outlined above on terms and conditions satisfactory to the General Manager of the Healthy and Safe Communities Department or his designate and in a form satisfactory to the City Solicitor; and,
- (f) That the item respecting Encampment Response Update be identified as completed and removed from the Outstanding Business List.

**Result: Motion on the balance, CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**6. ZOLL Defibrillators Standardization for the Hamilton Fire Department and Hamilton Paramedic Service (HSC21039) (City Wide) (Deferred from November 18, 2021) (Item 10.1)**

**(Jackson/Merulla)**

That Report HSC21039, respecting ZOLL Defibrillators Standardization for the Hamilton Fire Department and Hamilton Paramedic Service, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**7. Snow Angels Program Update (HSC21046) (City Wide) (Deferred from November 18, 2021) (Item 10.2)**

**(Jackson/Merulla)**

That Report HSC21046, respecting Snow Angels Program Update, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

- 8. 2021/2022 Winter Service Planning (HSC21048) (City Wide) (Deferred from November 18, 2021) (Item 10.3)**

**(Clark/Nann)**

That Report HSC21048, respecting 2021/2022 Winter Service Planning, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

- 9. Seniors Advisory Committee – Citizen Committee Report, respecting Proposed resolution regarding Hamilton Police Service Board and Hamilton Police Services failure to provide adequate and effective police services in long-term care homes in the City of Hamilton (Deferred from November 18, 2021) (Item 10.4)**

**(Jackson/Nann)**

That Seniors Advisory Committee – Citizen Committee Report, respecting Proposed resolution regarding Hamilton Police Service Board and Hamilton Police Services failure to provide adequate and effective police services in long-term care homes in the City of Hamilton, be received and referred to the Police Services Board.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls



YES - Ward 9 Councillor Brad Clark  
ABSENT - Ward 14 Councillor Terry Whitehead

**10. Agreements with Community Housing Providers to use Access to Housing (HSC21041) (City Wide) (Item 10.5)**

**(Jackson/Clark)**

That the City enter into agreements with community housing providers for the purposes of using the Access to Housing Waitlist to offer units not governed by the *Housing Services Act* on such terms and conditions consistent with the terms and conditions described in Appendix "A" to Report HSC21041, with such additions or modifications thereto as the General Manager of Healthy and Safe Communities and the City Solicitor deem acceptable, and that the General Manager of Healthy and Safe Communities or her designate be authorized to execute and administer the agreement in a form satisfactory to the City Solicitor.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
YES - Ward 4 Councillor Sam Merulla  
YES - Ward 6 Councillor Tom Jackson  
ABSENT - Ward 7 Councillor Esther Pauls  
YES - Ward 9 Councillor Brad Clark  
ABSENT - Ward 14 Councillor Terry Whitehead

**11. 2022 Budget Submissions from Advisory Committees (Items 10.6-10.8 and 10.10)**

**(Clark/Jackson)**

That the 2022 Budget Submissions from the following Advisory Committees, be received and referred to the 2022 Budget process for consideration:

- (a) Hamilton Veterans Committee (Item 10.6)
- (b) Housing and Homelessness Advisory Committee (Item 10.7)
- (c) LGBTQ Advisory Committee (Item 10.8)
- (d) Seniors Advisory Committee (Added Item 10.10)

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES – Chair – Ward 3 Councillor Nrinder Nann  
YES – Ward 4 Councillor Sam Merulla  
YES – Ward 6 Councillor Tom Jackson  
ABSENT – Ward 7 Councillor Esther Pauls  
YES – Ward 9 Councillor Brad Clark  
ABSENT – Ward 14 Councillor Terry Whitehead

**12. LGBTQ Advisory Committee – Citizen Committee Report, respecting Appointment of Additional Committee Members (Item 10.9)**

**(Clark/Jackson)**

That the LGBTQ Advisory Committee – Citizen Committee Report, respecting Appointment of Additional Committee Members, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES – Chair – Ward 3 Councillor Nrinder Nann  
 YES – Ward 4 Councillor Sam Merulla  
 YES – Ward 6 Councillor Tom Jackson  
 ABSENT – Ward 7 Councillor Esther Pauls  
 YES – Ward 9 Councillor Brad Clark  
 ABSENT – Ward 14 Councillor Terry Whitehead

**13. 2021 Ministry of Long-Term Care Funding Enhancement (HSC21052) (Wards 7 and 13) (Added Item 10.9)**

**(Jackson/Merulla)**

That new 100% Provincial Funding from the Ministry of Long-Term Care to provide care and services seven days a week to our residents in Long Term Care facilities of Macassa Lodge and Wentworth Lodge for additional 39.65 FTEs effective November 1, 2021 with an estimated gross cost of \$1,531,724 and net cost of \$0 annually be approved.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES – Chair – Ward 3 Councillor Nrinder Nann  
 YES – Ward 4 Councillor Sam Merulla  
 YES – Ward 6 Councillor Tom Jackson  
 ABSENT – Ward 7 Councillor Esther Pauls  
 YES – Ward 9 Councillor Brad Clark  
 ABSENT – Ward 14 Councillor Terry Whitehead

**14. Housing Focused Street Outreach Team Staffing (HSC21008(a)) (City Wide)**

**(Clark/Jackson)**

- (a) That the direction to staff in Report HSC21008(a), Housing Focused Street Outreach Team Staffing, be approved; and,
- (b) That Report HSC21008(a), respecting Housing Focused Street Outreach Team Staffing, remain confidential.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES – Chair – Ward 3 Councillor Nrinder Nann  
 YES – Ward 4 Councillor Sam Merulla

YES – Ward 6 Councillor Tom Jackson  
ABSENT – Ward 7 Councillor Esther Pauls  
YES – Ward 9 Councillor Brad Clark  
ABSENT – Ward 14 Councillor Terry Whitehead

**FOR INFORMATION:****(a) APPROVAL OF AGENDA (Item 2)**

The Committee Clerk advised of the following changes to the agenda:

**4. MINUTES OF PREVIOUS MEETING**

4.2. November 18, 2021

**5. COMMUNICATIONS**

5.6. Michelle Cho, respecting Cathedral Shelter

Recommendation: Be received and referred to the consideration of Item 8.2

5.7. Damon Joo, respecting Cathedral Shelter

Recommendation: Be received and referred to the consideration of Item 8.2

5.8. Carmen Orlandis, respecting Cathedral Shelter

Recommendation: Be received and referred to the consideration of Item 8.2

5.9. Olivia O'Connor, Hamilton ACORN, respecting Renoviction

Recommendation: Be received and referred to the consideration of Item 8.2

5.10. Regina Henry, respecting Couples Shelter

Recommendation: Be received and referred to the consideration of Item 8.2

**6. DELEGATION REQUESTS**

6.2. Douglas Sporbeck, Hamilton ACORN, respecting Renoviction (for today's meeting) - Video Delegation

- 6.3. Elizabeth Ellis, Hamilton ACORN, respecting Renoviction (for today's meeting) - Video Delegation
- 6.4. Darlene Wesley, Hamilton ACORN, respecting Renoviction (for today's meeting)
- 6.5. Zechariah Hockridge, ACORN Hamilton, respecting Renoviction (for today's meeting)
- 6.6. Kristain Jewers, ACORN, respecting Renoviction (for today's meeting)
- 6.7. Marcie McIlveen, respecting Couples Shelter (for today's meeting)

## **10. DISCUSSION ITEMS**

- 10.10. 2022 Budget Submission - Seniors Advisory Committee (HSC21050) (City Wide)
- 10.11. 2021 Ministry of Long-Term Care Funding Enhancement (HSC21052) (Wards 6 and 13)

## **12. NOTICES OF MOTION**

- 12.1. Comprehensive, Human-rights Based, Health-focused Housing Solutions for Residents Living Encamped across Hamilton

### **(Jackson/Clark)**

That the agenda for the December 9, 2021 Emergency and Community Services Committee meeting be approved, as amended.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nringer Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

### **(b) DECLARATIONS OF INTEREST (Item 3)**

Councillor Merulla declared an interest to Item 8.2, respecting Adaptation and Transformation of Services for People Experiencing Homelessness Update 4, subsection (d), respecting Renoviction, as he is a landlord.

Councillor Merulla declared an interest to Items 9.2 to 9.6, Delegations, respecting Renoviction, as he is a landlord.

**(c) APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)**

**(Jackson/Merulla)**

That the following Minutes of the Emergency and Community Services Committee be approved, as presented:

- (i) November 4, 2021 (Item 4.1)
- (ii) November 18, 2021 (Added Item 4.2)

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nringer Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**(d) COMMUNICATION ITEMS (Item 5)**

**(Clark/Jackson)**

That the following Communication Items, be approved as presented:

- (i) Rachele Sender, Shelter Health Network, respecting opposing the dismantling of encampments in Hamilton (Deferred from November 18, 2021) (Item 5.1)

Recommendation: Be received.

- (ii) Keanin Loomis, Hamilton Chamber of Commerce, respecting Item 11.1, National Childcare Strategy – investigating the potential for direct municipal agreement with the Federal Government (Deferred from November 18, 2021) (Item 5.2)

Recommendation: Be received.

- (iii) Bill Johnston, respecting Report 2021/2022 Winter Service Planning (HSC21048), item 10.4 on the Nov. 18, 2021 agenda (Deferred from November 18, 2021) (Item 5.2)

Recommendation: Be received and referred to the consideration of Item 10.3.

- (iv) Alison Jones, regarding Encampment Evictions (Item 5.4)

Recommendation: Be received and referred to the consideration of the 2022 Budget.

- (v) Correspondence from Bonnie Nistico-Dunk, City Clerk, City of St. Catharines, to Premier Doug Ford, respecting National Childcare Program (Item 5.5)

Recommendation: Be received.

- (vi) Michelle Cho, respecting Cathedral Shelter (Added Item 5.6)

Recommendation: Be received and referred to the consideration of Item 8.2

- (vii) Damon Joo, respecting Cathedral Shelter (Added Item 5.7)

Recommendation: Be received and referred to the consideration of Item 8.2

- (viii) Carmen Orlandis, respecting Cathedral Shelter (Added Item 5.8)

Recommendation: Be received and referred to the consideration of Item 8.2

- (ix) Olivia O'Connor, Hamilton ACORN, respecting Renoviction (Added Item 5.9)

Recommendation: Be received and referred to the consideration of Item 8.2

- (x) Regina Henry, respecting Couples Shelter (Added Item 5.10)

Recommendation: Be received and referred to the consideration of Item 8.2

**Result: Motion CARRIED by a vote of 5 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**(e) DELEGATION REQUESTS (Item 6)**

**(Merulla/Jackson)**

That the following Delegation Requests, be approved for today's meeting:

- (i) Cameron Kroetsch and Rebecca Banky, LGBTQ Advisory Committee, respecting Appointment of Additional Members to the LGBTQ Advisory Committee (for today's meeting) (Item 6.1)
- (ii) Douglas Sporbeck, Hamilton ACORN, respecting Renoviction (for today's meeting) - Video Delegation (Added Item 6.2)
- (iii) Elizabeth Ellis, Hamilton ACORN, respecting Renoviction (for today's meeting) - Video Delegation (Added Item 6.3)
- (iv) Darlene Wesley, Hamilton ACORN, respecting Renoviction (for today's meeting) (Added Item 6.4)
- (v) Zechariah Hockridge, ACORN Hamilton, respecting Renoviction (for today's meeting) (Added Item 6.5)
- (vi) Kristain Jewers, ACORN, respecting Renoviction (for today's meeting) (Added Item 6.6)
- (vii) Marcie McIlveen, respecting Couples Shelter (for today's meeting) (Added Item 6.7)

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinde Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**(f) CONSENT ITEMS (Item 7)**

- (i) **Reaching Home: Canada's Homeless Strategy Community Homelessness Report 2019-2020, 2020-2021 (HSC21044) (City Wide) (Item 7.3)**

**(Clark/Jackson)**

That Report HCS21044 respecting Reaching Home: Canada's Homeless Strategy Community Homelessness Report 2019-2020, 2020-2021, **be amended** by adding a new sub-section (b), to read as follows:

- (b) ***That staff report back to the Emergency and Community Services Committee in January 2022 on the current efforts in dealing with the Ontario Health Team with regards to increasing funding for supportive housing in Hamilton.***

**Result: Amendment, CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

For further disposition of this matter, refer to Item 4.

**(g) PRESENTATIONS / STAFF PRESENTATIONS (Item 8)**

**(i) LGBTQ Advisory Committee 2021 Annual Report (Item 8.1)**

Cameron Kroetsch and Rebecca Banky, LGBTQ Advisory Committee, addressed the Committee, respecting LGBTQ Advisory Committee 2021 Annual Report with the aid of a presentation.

**(Jackson/Clark)**

That the presentation from Cameron Kroetsch and Rebecca Banky, LGBTQ Advisory Committee, respecting LGBTQ Advisory Committee 2021 Annual Report, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**(ii) Adaptation and Transformation of Services for People Experiencing Homelessness Update 4 (HSC20020(d)) (City Wide) (Item 8.2)**

Edward John, Director, Housing Services, addressed the Committee, respecting Adaptation and Transformation of Services for People Experiencing Homelessness Update 4 with the aid of a presentation.

**(Merulla/Clark)**

That the presentation from Edward John, Director, Housing Services, addressed the Committee, respecting Adaptation and Transformation of Services for People Experiencing Homelessness Update 4, be received.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann



YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

**(Clark/Jackson)**

That discussion of Report HSC20020, respecting Adaptation and Transformation of Services for People Experiencing Homelessness Update 4, be deferred until after the Delegations have been heard.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 YES - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

For further disposition of this matter, refer to Item 5 and (i).

**(h) PUBLIC HEARINGS / DELEGATIONS (Item 9)**

**(i) Cameron Kroetsch and Rebecca Banky, LGBTQ Advisory Committee, respecting Appointment of Additional Members to the LGBTQ Advisory Committee (for today's meeting) (Added Item 9.1)**

Cameron Kroetsch and Rebecca Banky, LGBTQ Advisory Committee, addressed the Committee, respecting Appointment of Additional Members to the LGBTQ Advisory Committee with the aid of a presentation.

**(ii) Douglas Sporbeck, Hamilton ACORN, respecting Renoviction (for today's meeting) - Video Delegation (Added Item 9.2)**

Douglas Sporbeck addressed the Committee by pre-recorded video respecting Renoviction.

**(iii) Elizabeth Ellis, Hamilton ACORN, respecting Renoviction (for today's meeting) - Video Delegation (Added Item 9.3)**

Elizabeth Ellis addressed the Committee by pre-recorded video respecting renoviction.

**(iv) Darlene Wesley, Hamilton ACORN, respecting Renoviction (for today's meeting) (Added Item 9.4)**

Darlene Wesley, Hamilton ACORN, was not present when called upon.

- (v) **Zechariah Hockridge, ACORN Hamilton, respecting Renoviction (for today's meeting) (Added Item 9.5)**

Zechariah Hockridge, ACORN Hamilton, was not present when called upon.

- (vi) **Kristain Jewers, ACORN, respecting Renoviction (for today's meeting) (Added Item 9.6)**

Kristain Jewers, ACORN, was not present when called upon.

- (vii) **Marcie McIlveen, respecting Couples Shelter (for today's meeting) (Added Item 9.7)**

Marcie McIlveen was not present when called upon.

**(Pauls/Clark)**

That the following Delegations, be received, as follows:

- (i) Cameron Kroetsch and Rebecca Banky, LGBTQ Advisory Committee, respecting Appointment of Additional Members to the LGBTQ Advisory Committee (Added Item 9.1)

Received and referred to the consideration of Item 10.9

- (ii) Douglas Sporbeck, Hamilton ACORN, respecting Renoviction - Video Delegation (Added Item 9.2)

Received and referred to the consideration of Item 8.2

- (iii) Elizabeth Ellis, Hamilton ACORN, respecting Renoviction - Video Delegation (Added Item 9.3)

Received and referred to the consideration of Item 8.2

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor Nrinder Nann  
 CONFLICT - Ward 4 Councillor Sam Merulla  
 YES - Ward 6 Councillor Tom Jackson  
 ABSENT - Ward 7 Councillor Esther Pauls  
 YES - Ward 9 Councillor Brad Clark  
 ABSENT - Ward 14 Councillor Terry Whitehead

For further disposition of Appointment of Additional Members to the LGBTQ Advisory Committee, refer to Item 12.

For further disposition of Renoviction, refer to Items 5, (g) (ii), and (i).

**(i) PRESENTATIONS / STAFF PRESENTATIONS (Item 8) (CONTINUED)**

**(i) Adaptation and Transformation of Services for People Experiencing Homelessness Update 4 (HSC20020(d)) (City Wide) (Item 8.2) (Continued)**

**(Clark/Nann)**

That subsection (d) be **amended** by deleting the words “**evaluate the feasibility**” and replace them with the words “**find the ways and means**” to read as follows:

That the General Manager of the Healthy and Safe Communities Department or their designate be authorized to enter into contracts necessary to hire and retain a consultant to ~~**evaluate the feasibility**~~ **find the ways and means** of implementing a New Westminster style by-law in Hamilton to deal with the issue of ‘renovictions’ in the approximate amount of \$100 K, funded from the projected 2021 Housing Services Division surplus through the Tax Stabilization Reserve #110046 and if necessary, from in-year surpluses of the department; any unspent Housing Services Division 2021 surplus be transferred to the Housing Supplement/Housing Allowance Reserve, #112252 be approved.

**Result: Amendment, CARRIED by a vote of 3 to 0, as follows:**

YES - Chair - Ward 3 Councillor Ninder Nann  
CONFLICT - Ward 4 Councillor Sam Merulla  
YES - Ward 6 Councillor Tom Jackson  
ABSENT - Ward 7 Councillor Esther Pauls  
YES - Ward 9 Councillor Brad Clark  
ABSENT - Ward 14 Councillor Terry Whitehead

For further disposition of this matter, refer to Item 5.

**(j) NOTICES OF MOTION (Item 12)**

**(i) Comprehensive, Human-rights Based, Health-focused Housing Solutions for Residents Living Encamped across Hamilton (Added Item 12.1)**

Councillor Nann introduced the following Notice of Motion:

WHEREAS, the reality of unhoused residents living in encampments is a persistent reality across the City of Hamilton;

WHEREAS, these encampments have become increasingly visible throughout the pandemic;

WHEREAS, the number of unhoused residents who have been living encamped in Hamilton ranges between 80 to 140 people;

WHEREAS, encampments will persist until the City of Hamilton develops and implements a strategy to eliminate homelessness that addresses the unique health needs experienced by those who are encamped;

WHEREAS, the City's Housing & Homelessness Strategy is rooted in a solution-focused, person-centred approach and recognizes that best practices for solutions are the result of direct participation of those with lived experience of being unhoused;

WHEREAS, the largest gap in addressing the unique needs of many of those residents who have no other option than to live encamped rests in the lack of comprehensive, coordinated housing and health-based resources with a disproportionate impact on unhoused indigenous people, those unhoused residents living with disabilities, and those unhoused residents of other equity-seeking group that continue to face culture, structural and systemic barriers in accessing appropriate supportive housing; and

WHEREAS, an enforcement led response to the existence of encampments on city property does not solve homelessness, nor result in healing.

THEREFORE, BE IT RESOLVED:

- (a) That City staff be directed to host solution-focused planning session(s) made up of representatives from the health sector, housing service providers, organizations that provide frontline support to the unhoused, people with lived experiences of being unhoused and living in encampments, and other community stakeholders be convened to identify comprehensive, human-rights based, health-focused housing solutions to directly address the needs of those 80 to 140 unhoused residents living encamped in Hamilton;
- (b) That any costs associated in hosting and facilitating the planning session(s) be covered through the existing Housing Services budget; and
- (c) That staff report back the recommendations of these planning session(s) for Council's consideration to the Emergency Community Services Committee.

**(k) PRIVATE AND CONFIDENTIAL (Item 14)**

The Emergency and Community Services Committee determined that it was not necessary to move into Closed Session respecting Item 14.1.

For disposition of this matter, please refer to Item 14.

**(I) ADJOURNMENT (Item 15)**

**(Clark/Merulla)**

That there being no further business, the Emergency and Community Services Committee be adjourned at 4:38 p.m.

**Result: Motion CARRIED by a vote of 4 to 0, as follows:**

YES - Chair - Ward 3 Councillor N. Nann  
YES - Ward 4 Councillor Sam Merulla  
YES - Ward 6 Councillor Tom Jackson  
ABSENT - Ward 7 Councillor Esther Pauls  
YES - Ward 9 Councillor Brad Clark  
ABSENT - Ward 14 Councillor Terry Whitehead

Respectfully submitted,

Councillor N. Nann  
Chair, Emergency and Community Services  
Committee

Tamara Bates  
Legislative Coordinator  
Office of the City Clerk

## 7.1



**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Recreation Division**

<b>TO:</b>	Chair and Members Emergency and Community Services Committee
<b>COMMITTEE DATE:</b>	January 13, 2022
<b>SUBJECT/REPORT NO:</b>	Hamilton-Wentworth District School Board and City of Hamilton Reciprocal Use Agreement (HSC22002) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Dawn Walton (905) 546-2424 Ext. 4755
<b>SUBMITTED BY:</b>	Chris Herstek Director, Recreation Division Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

- (a) That the City of Hamilton enter into a new Reciprocal Use Agreement with the Hamilton-Wentworth District School Board with essential terms and conditions as listed in Appendix "A" to Report HSC22002; and,
- (b) That the General Manager of the Healthy and Safe Communities Department be authorized and directed to execute the Reciprocal Use Agreement, together with any renewals of the Agreement and all necessary documents to implement subsection (a) above, in a form satisfactory to the City Solicitor.

### EXECUTIVE SUMMARY

The City of Hamilton has had a long-standing Reciprocal Use Agreement with the Hamilton-Wentworth District School Board (HWDSB) which authorizes the utilization of gymnasiums within HWDSB schools in exchange for the use of City operated pools, arenas and sports fields.

There are provisions in the agreement regarding requests for use of facilities, rates governing use for means of equitable valuation, reconciliation process and booking terms. Entering into a new Reciprocal Use Agreement allows the City to continue to use

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OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

**SUBJECT: Hamilton-Wentworth District School Board and City of Hamilton  
Reciprocal Use Agreement (HSC22002) (City Wide) - Page 2 of 4**

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school gymnasiums for recreation program delivery and the HWDSB to use pools and arenas for curriculum-based programs at no direct cost.

**Alternatives for Consideration –Not Applicable**

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: There are no direct costs to the City provided the reconciliation of reciprocal hours is completed as prescribed in the Agreement.

Staffing: N/A

Legal: Legal Services will assist with the preparation of a Reciprocal Use Agreement with HWDSB in a form satisfactory to the City Solicitor.

**HISTORICAL BACKGROUND**

The City and the HWDSB have been continuously engaged in reciprocal use of facilities for over 40 years. In 2004, the provincial government announced additional funding would be made available to Ontario school boards to help offset costs associated with the community use of schools. Boards were required to have a Reciprocal Use Agreement with the municipality in order to qualify for this funding.

The Reciprocal Use Agreement allows the City to book the HWDSB's gymnasia, calculated at a community hourly (non-subsidized) rate, and allows the HWDSB to book City pools, ice surfaces, fields, and diamonds for hourly (non-subsidized) rates, as established annually by City Council through the City's By-Law 20-046 to Establish Certain User Fees and Charges. These rates will be dependent upon the time of day (prime and non-prime), category of facility (determined by amenities available, quality, size, etc.), and may require payment of additional staffing fees, as outlined in the Agreement. If either the City or the HWDSB exceed the reciprocal dollar value, this difference shall be reconciled annually.

The current agreement had an expiry date of August 31, 2009. An extension letter was issued July 23, 2008 requesting an extension of the 2006-2009 Reciprocal Use Agreement while a joint review between both parties could take place. Both parties have continued to provide reciprocal use to one another under the terms of the 2006-2009 Reciprocal Use Agreement.

The City and HWDSB have met and wish to enter into a new Reciprocal Use Agreement for an additional five year term, commencing on June 1, 2021 and terminating on May 31, 2026, with the option of three renewal terms of five years each,

**SUBJECT: Hamilton-Wentworth District School Board and City of Hamilton  
Reciprocal Use Agreement (HSC22002) (City Wide) - Page 3 of 4**

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with the fourth ending on May 31, 2041. Any such renewal shall be on such terms and conditions, including rates, as agreed upon by the Parties.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

In 2004, the provincial government announced additional funding would be made available to Ontario school boards to help offset costs associated with the community use of schools. Boards were required to have a Reciprocal Use Agreement with the municipality in order to qualify for this funding.

**RELEVANT CONSULTATION**

Legal Services has assisted in the draft and review of the Reciprocal Use Agreement.

HWDSB has worked collaboratively with the Recreation Division to determine the essential terms of the draft Reciprocal Use Agreement.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The Reciprocal Use Agreement allows the City to use the HWDSB's gymnasiums at no cost, provided that the agreed upon annual booking value is not exceeded. A new Reciprocal Use Agreement will ensure continued community access to schools, HWDSB student access to City facilities such as arenas, pools, and fields, thus positively impacting the quality of life for the citizens of Hamilton.

**ALTERNATIVES FOR CONSIDERATION**

None

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Community Engagement and Participation**

Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.

**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

**Built Environment and Infrastructure**

Hamilton is supported by state of the art infrastructure, transportation options, buildings and public spaces that create a dynamic City.



**SUBJECT: Hamilton-Wentworth District School Board and City of Hamilton  
Reciprocal Use Agreement (HSC22002) (City Wide) - Page 4 of 4**

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**Our People and Performance**

Hamiltonians have a high level of trust and confidence in their City government.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report HSC22002: Reciprocal Use Agreement Proposed Terms

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safe and prosperous community, in a sustainable manner.  
OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service,  
Engaged Empowered Employees.

## **Hamilton-Wentworth District School Board and City of Hamilton Reciprocal Use Agreement: Proposed Terms**

### **Scope**

- Purpose of the Reciprocal Use Agreement is to equalize the cost of using certain City facilities (indoor pools, indoor ice pads, and outdoor sports fields) and HWDSB gymnasias and limit financial transactions between the City and HWDSB;
- Agreement does not apply to facilities not specifically included;
- Exclusions where a Site-Specific Agreement governs;
- Agreement does not govern the actual use of the facilities (or terms of use). Use is are governed by the permit which is issued by one party to the other.

### **Term**

- Initial Term of five years to expire May 31, 2026;
- Four subsequent renewals of the Agreement on mutual consent of the parties, each for five years.

### **Scheduling Deadlines**

- By May 1 of each year- each party to submit a list of dates/times when its facilities are available for use of a reciprocal facility by the other party;
- By June 1 of each year- each party to submit a list of dates/times it would like to request use of a reciprocal facility;
- By January 1 of each year- City to submit a list of dates/times it would like to request use of a reciprocal facility during the summer months;
- Ongoing requests can be made by each party and are subject to availability of the facility in question;
- Permit issuance for approved booking commences on July 1 of each year.

### **Applicable Fees**

- By HWDSB for Gym - “Community, hourly rate (non- subsidized)” established by the School Board;
- By City for
  - Indoor Pools - “Commercial/Non-Resident” hourly rate – established under the User Fees and Charges By-law;
  - Indoor Ice Pads - “Non-prime time” or “Prime Time Non-Subsidized” hourly rate- established under the User Fees and Charges By-law dependent on time booked;
  - Sports Fields -“Hourly” rate (non-subsidized) - established under the User Fees and Charges By-law;
- Additional caretaker fee for HWDSB facilities and for extra staffing for City facilities as applicable are in addition to above noted fees;
- Under the Agreement rates charged by both parties are “frozen” so as to not increase more than 5% year over year during the Initial Term or during any Renewal Term, however rates “reset” at the beginning of each Renewal Term exercised to reflect current fees;
- Any additional costs are determined at time of booking.

**Reconciliation Process**

- Costs reconciled by both Parties on a quarterly basis;
- Annual final reconciliation will occur in January for the previous calendar year;
- Where costs are not equalized at annual reconciliation, each party can carry over max of 10% of value to following year;
- Credits for closures resulting from unforeseen events are not carried over;
- Reconciliation of costs for extra fees (caretaker or City staffing fees) and overages beyond 10% are paid via invoice by January 15 for the previous year;
- Final reconciliation to occur within 30 days following termination.

**Indemnity and Insurance**

- Mutual indemnity and insurance requirements.



# **EMERGENCY AND COMMUNITY SERVICES COMMITTEE**

Presentation by

**Seniors Advisory Committee**

January 13, 2022

# 2021 Seniors Advisory Committee

## Goal and Membership

- Provides a forum for consumers and seniors' service providers to identify issues, explore possible remedies, and work to implement them
- Up to 19 members (currently 17, not all of whom are older adults or seniors)
- Members have a variety of backgrounds and interests

# 2021 Monthly Meeting Activity

## **Quorum**

- Reached quorum at all monthly meetings

## **Attendance**

- Average of 15 members at each meeting

## **Delegations/Presentations**

- Received 12 in total

## **Citizen Committee Reports**

- Submitted 8 to Emergency and Community Services Committee

# Age-Friendly Hamilton

- SAC is a full partner with the City of Hamilton and the Hamilton Council on Aging in the development, governance and implementation of Hamilton's Plan for an Age-Friendly Community (2021-2026) and Hamilton's Plan for an Age-Friendly City (2014-2019)

# Working Groups and Committees

- SAC has 4 active working groups, aligned with the objectives of the Age-Friendly Plan:
  - ✓ Communications
  - ✓ Elder Abuse
  - ✓ Housing
  - ✓ Getting Around Hamilton
- SAC also has membership in several external committees/groups, including Vision Zero, Our Future Hamilton, McMaster Institute for Research on Aging, Senior of the Year Awards, International Day of Older Persons and the Seniors' month kick-off



# Achievements

- Presentation to Council on “Transportation Options in Underserved Areas of Hamilton”
- Safety information placemats for residents of CityHousing Hamilton seniors’ buildings in collaboration with Hamilton Police Services
- Revision of the seniors resources landing page on the City of Hamilton website
- Sponsored two members to virtually attend the International Federation of Aging Conference
- Supported the International Day of Older Persons virtual event

# Current Projects

- Heat mitigation strategies for older adults
- Developing workshops on housing options and financial literacy for older adults in collaboration with the Hamilton Council on Aging
- Developing safety videos for the CCTV networks in CityHousing Hamilton seniors' buildings in collaboration with Hamilton Police Services
- Working with the Hamilton Public Library and 211 to ensure optimal dissemination of information relevant to older adults
- Working on “Let’s Get Moving Workshops” in collaboration with the Hamilton Council on Aging
  - ✓ Let’s Take a Bus
  - ✓ Let’s Take a Walk
  - ✓ Let’s Drive a Car
  - ✓ Let’s Ride a Bike

# Contacts

## **Penelope Petrie**

Chair, Seniors Advisory Committee

## **Lisa Maychak**

Staff Liaison, Seniors Advisory Committee

Project Manager, Age-Friendly City

City of Hamilton

[Lisa.Maychak@hamilton.ca](mailto:Lisa.Maychak@hamilton.ca)



QUESTIONS?



Hamilton

THANK YOU



Hamilton

# Hamilton Veterans Committee

2021 Activities



# Hamilton Veterans Committee

## Committee Membership

- Major (ret'd) Mike Rehill, Chair
- WO (ret'd) Ed Sculthorpe, Vice-Chair
- LCol (ret'd) Rod Paddon, CWO (ret'd) Terry Ryan, Dave Baldry, Don Jackson, David Steckham, Bob Fyfe, Capt (ret'd) Steve Waldron
- Councillor Brenda Johnson, Councillor Lloyd Ferguson
- Resource members: Capt (ret'd) Tim Fletcher

## Staff Support

- Staff Liaison: Christopher Redford, Hamilton Military Museum Staff: Carolyn King



Hamilton

# Hamilton Veterans Committee

## Mandate

- Reporting to Council, the Hamilton Veterans Committee (HVC) oversees the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton, as well as providing input on issues that are of concern to Hamilton Veterans.
- The HVC looks for ways to maximize the engagement of youth in remembrance activities.







Hamilton

# Hamilton Veterans Committee



## 2021 Projects

- Provided approval for use of Hamilton Cenotaph and Veteran's Place at Gore Park
- Decoration Day (6 June 2021)  
Cadet research project in cooperation with the Hamilton Military Museum
- Support to the 19 Aug 2021 Dieppe Commemoration ceremony on Beach Blvd – limited to 100 participants due to COVID.



Hamilton

# Hamilton Veterans Committee

## 2021 Projects (contd) Remembrance Day



- Provided direction and coordination for the Hamilton Remembrance Day Parade and Service on 11 Nov.
- Communicated with all Hamilton Veterans groups: the Order of Service, Parade Orders, bands, Clergy, etc.
- This year was limited to 100 participants due to COVID.
- Remembrance Day Sunday Garrison Parade on 14 Nov cancelled due to COVID. Military personnel instructed not to parade due to COVID.



Hamilton

# Hamilton Veterans Committee

## 2021 Projects (contd) Remembrance Day



- Provided direction and coordination for services in Glanbrook and Ancaster.
- Sponsored a limited (due to COVID) Remembrance Wreath project with Six Nations School. The Mayor and Sherri-Lyn Hill Pierce, Councillor at Six Nations of the Grand River laid these wreaths (pictured).
- The downtown Hamilton ceremony was live streamed by Cogeco.





# Hamilton Veterans Committee

## Continuing Goals

To work with all Veterans organizations from across the City, in an effort to stand united as a single voice for the Veterans of the City of Hamilton.

To engage and educate the youth of our City while reminding them of the sacrifices made by Veterans to ensure a better future for all Canadians.





# Hamilton Veterans Committee

## Would Like to Thank



The Hamilton City Council.

- For approving the changes this committee requested to the issue of parking for Veterans.
- For approving the HSR waiver for buses chartered for HVC hosted events.
- For it's continuous support of Veterans related issues





# Hamilton Veterans Committee

## Thank You





# HOUSING AND HOMELESSNESS ADVISORY COMMITTEE

Emergency and Community Services  
Committee Meeting  
January 13, 2022

To communicate and work to address the needs of citizens within the community for whom barriers exist to accessing safe, suitable and affordable housing, including the supports needed to enable citizens to obtain and retain their homes.



To support the City of Hamilton's 10-year Housing and Homelessness Action Plan by providing information, advice and recommendations regarding the Action Plan's successful and meaningful implementation.

The Housing and Homelessness Advisory Committee is mandated by City Council, and reports to City Council through the Emergency and Community Services Committee.

# 2021: Overviewing the sector and issues

## **Building new affordable housing**

- Sharing sector expertise
- Exploring new supports

## **Presentations on:**

- Social Housing Waitlist
- Housing First

# 2021: Overviewing the sector and issues

## Encampments

- City staff presented to the committee and provided updates on multiple occasions related to the City's response

## Canadian Courage Project

- Non-profit focused on supporting youth facing homelessness and their animal companions

# Workplan: Opportunities for input

## **Rapid Housing Initiative**

- City staff presented on the Federal Rapid Housing Initiative program and the City's approach

## **2022 Municipal Election**

- City Staff presented on the 2022 Municipal Election

# Engagement and information sharing

## All Committees Meeting

- HHAC participated and presented at the all committees meeting

## Vote Housing

- Committee member shared an important educational and advocacy piece before the federal election



QUESTIONS?



## INFORMATION REPORT

<b>TO:</b>	Chair and Members Emergency and Community Services Committee
<b>COMMITTEE DATE:</b>	January 13, 2022
<b>SUBJECT/REPORT NO:</b>	Red Hill Family Centre Annual Licensing Inspection (HSC22003) (Ward 5)
<b>WARD(S) AFFECTED:</b>	Ward 5
<b>PREPARED BY:</b>	Debbie Bago (905) 546-2424 Ext. 2862 Shelley Spain (905) 546-2424 Ext. 3083
<b>SUBMITTED BY:</b>	Jessica Chase Director, Children's Services and Neighbourhood Development Division Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

### COUNCIL DIRECTION

Not Applicable

### INFORMATION

The Red Hill Family Centre is the City of Hamilton's directly operated child care centre with a current operating capacity of 65 child care spaces. The current operating capacity is temporarily reduced due to COVID-19 health and safety protocols.

In Ontario, all child care centres must be issued a licence by the Ministry of Education under the *Child Care and Early Years Act, 2014* (CCEYA). The Ministry of Education conducts a minimum of one unannounced inspection per year to determine if all licensing requirements have been met.

On November 12, 2021, the Ministry of Education conducted its annual licensing renewal inspection at the Red Hill Family Centre. During this visit, four non-compliances were noted by the Ministry:

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**SUBJECT: Red Hill Family Centre Annual Licensing Inspection (HSC22003) (Ward 5) - Page 2 of 3**

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1. The licensee has not carried out special dietary and feeding arrangements in accordance with the parent's written instructions. Specifically, one child's file included an anaphylaxis emergency plan that was signed by the parent. The parent identified fish as anaphylactic allergy on the child's emergency plan. On May 5, 2021, and on September 16, 2021, the child consumed fish after being served fish by the program staff.
2. The licensee has not administered all drugs and medications in accordance with the instructions on the label and the written authorization from the parent of the child. Specifically, one parental written authorization to administer medication included instructions to administer "3 puffs of Salbutamol" to the child. The instructions on the medication label indicated to administer "2 puffs when needed". The parents written instructions did not match the printed instructions on the medication label.
3. The licensee has not ensured that the anaphylactic policy has been implemented. Specifically, the policy states "the person who becomes aware of the child's anaphylactic allergy must immediately implement the child's individualized plan and emergency procedures". Program Advisor reviewed one child's record of medication administration. The child was administered Aeri<sup>®</sup> on May 5, 2021 and September 16, 2021, after consuming fish. Fish was identified as an anaphylactic allergy on the child's individualized plan for anaphylaxis. The Licensee confirmed that the EpiPen<sup>®</sup> was not administered to the child because the child did not go into anaphylactic shock. The Licensee confirmed the supply staff were made aware of the child's allergy prior to serving the child fish.
4. The licensee has not ensured that an individualized plan has been implemented. Specifically, the Program Advisor reviewed one child's record of medication administration. The child was administered Aeri<sup>®</sup> on May 5, 2021 and September 16, 2021, after consuming fish. Fish was identified as an anaphylactic allergy on the child's individualized plan for anaphylaxis. The Licensee confirmed that the EpiPen<sup>®</sup> was not administered to the child because the child did not go into anaphylactic shock. The Licensee confirmed the supply staff were made aware of the child's allergy prior to serving the child fish.

Prior to the licensing inspection, a number of steps were taken to prevent future incidents. Steps included the implementation of visual reminders on food carts, process improvements to ensure that the cook confirms allergy substitutions with all teaching staff and requiring all staff to review the anaphylactic policy.

On November 12, 2021, the above compliance requirements were met and on November 15, 2021, the Ministry of Education issued an amended regular licence. No additional follow-up is required.

**SUBJECT: Red Hill Family Centre Annual Licensing Inspection (HSC22003) (Ward 5) - Page 3 of 3**

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The Ministry of Education Program Advisor also indicated that the Red Hill Family Centre staff's interactions with children were reflective of the program statement and provided positive learning environments. The Program Advisor also recognized the organizational skills of the Red Hill team as it relates to staff files.

Red Hill Family Centre staff remain committed and vigilant in ensuring that the centre continues to meet all licensing requirements.

**APPENDICES AND SCHEDULES ATTACHED**

Not Applicable

**10.2**

**CITY OF HAMILTON**  
**HEALTHY AND SAFE COMMUNITIES DEPARTMENT**  
**Hamilton Fire Department**

<b>TO:</b>	Chair and Members Emergency and Community Services Committee
<b>COMMITTEE DATE:</b>	January 13, 2022
<b>SUBJECT/REPORT NO:</b>	Updates to the Emergency Plan (HSC22001) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Connie Verhaeghe (905) 546-2424 Ext. 6038
<b>SUBMITTED BY:</b>	David Cunliffe Chief, Hamilton Fire Department Healthy and Safe Communities Department
<b>SIGNATURE:</b>	

**RECOMMENDATIONS**

- (a) That the updated City of Hamilton Emergency Management Program By-law, attached as Appendix "A" to Report HSC22001, be passed; and,
- (b) That the City of Hamilton Emergency Management Program By-law 21-015 be repealed.

**EXECUTIVE SUMMARY**

As mandated by the *Emergency Management and Civil Protection Act*, (R.S.O. 1990, Chapter E.9), the City of Hamilton has developed, implemented, and maintained an Emergency Management Program. The *Act* requires that both the Emergency Management Program and the Municipal Emergency Plan be adopted by a By-law (Sections 2.1 and 3). In addition, municipalities are required to review and, if necessary, revise their Emergency Plan annually as per Section 3 (6) of the *Act*.

As part of the annual review of the City of Hamilton's Emergency Management Program, the Emergency Plan was updated. The operational updates include changes to the Incident Management System, and to the membership of the Emergency Operation Centre (EOC) Management Team. As a matter of updating as per regulations, and as a matter of housekeeping, staff are recommending that Council pass a new Emergency Program Management By-law.

**SUBJECT: Updates to the Emergency Plan (HSC22001) (City Wide) - Page 2 of 3**

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**Alternatives for Consideration – Not Applicable  
FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: N/A

Staffing: N/A

Legal: N/A

**HISTORICAL BACKGROUND**

In 2020, the City of Hamilton Emergency Plan was amended to reflect changes to the EOC Management Team, the Emergency Management Program Committee and modifications to the Incident Management System (IMS). The Emergency Plan was amended, and By-law 17-277 was repealed to ensure the Emergency Plan and by-law were in sync. The new By-law 21-015 was approved on February 10, 2021.

However, in 2021, with the continued activation of the EOC Management Team for the pandemic response, the IMS response structure and EOC Management Team was modified once again. The modification includes the addition of the Mayor and City Manager to the EOC Management Team as well as the addition of a new position called Human Resources and Labour Relations Officer. As such, the By-law and the Emergency Plan were updated to reflect these changes. Other minor housekeeping matters were also changed in the By-law. The changes are captured in the new By-law attached.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

Adoption of the recommendations will ensure compliance with the *Emergency Management and Civil Protection Act*, including the standards under *Ontario Regulation 380/04* as administered by the Office of the Fire Marshall and Emergency Management.

**RELEVANT CONSULTATION**

Legal was consulted in revisions to the By-law and the Emergency Plan. These revisions were reviewed with the Emergency Management Program Committee at the 2021 annual review meeting on November 25, 2021.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The recommendations will ensure compliance with the *Emergency Management and Civil Protection Act*, and the standards under *Ontario Regulation 380/04*. These standards are administered by the Officer of the Fire Marshall and Emergency Management. Annual review of the standards is completed by the Emergency

**SUBJECT: Updates to the Emergency Plan (HSC22001) (City Wide) - Page 3 of 3**

Management program and submitted to the province for compliance and adherence to the regulations. By updating the Emergency Management Program By-law, the City of Hamilton will be compliant to the standards under the *Ontario Regulation 380/04*.

**ALTERNATIVES FOR CONSIDERATION**

None

**ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

**Healthy and Safe Communities**

Hamilton is a safe and supportive City where people are active, healthy, and have a high quality of life.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix “A” to Report HSC22001: Emergency Management Program By-Law

Authority:

**CITY OF HAMILTON  
BY-LAW NO. XXXX**

**To Repeal and Replace By-Law 21-015 Emergency Management Program By-Law**

**WHEREAS** Council deems it necessary to enact a by-law to establish and implement an Emergency Management Program for the City of Hamilton, so the municipality will be better able to respond to risks and Emergencies and to recover from Emergencies;

**WHEREAS** section 2.1 of the *Emergency Management and Civil Protection Act*, R. S. O. 1990, c. E.9 as amended (the "Act") provides for municipal by-laws respecting the development and implementation of municipal Emergency Management Programs, and which Act generally deals with Emergency management, declaration of Emergencies, and Emergency planning in Ontario;

**WHEREAS** section 4 of the Act provides that the Head of Council may declare an Emergency exists in the municipality and may take such action and make such orders as necessary and not contrary to law to implement the Emergency Plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the Emergency Area;

**WHEREAS** an Emergency Management Program will consist of an Emergency Plan, training programs and exercises for employees 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 public awareness for Emergencies, and other elements as may be required standards for Emergency management;

**WHEREAS** the Act authorizes elected officials and employees of a municipality to respond to Emergencies in accordance with the Emergency Plan;

**WHEREAS** section 12 of the Act provides that the municipality has a right of action to recover monies expended or costs incurred in the implementation of an Emergency Plan or in connection with an Emergency, against the person who caused the Emergency, and the City's Emergency Plan provides for tracking of such costs and expenses; and

**WHEREAS** Section 2, and Sections 8 through 10 of the *Municipal Act, 2001* S.O. 2001, Chapter 25, as amended, provide general authorities and powers for passing by-laws, for general purposes which include the provision of services and things necessary and

desirable for the public, the health, safety and well-being of persons, managing and preserving public assets of the municipality, fostering the current and future economic, social and environmental well-being of the municipality, and delivering and participating in provincial programs and initiatives.

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

## **DEFINITIONS**

1. In this By-law:
  - (a) **"Act"** means the *Emergency Management and Civil Protection Act*, R.S.O. 1990, Chapter E.9;
  - (b) **"Emergency"** means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise;
  - (c) **"Emergency Area"** means the area in which an emergency exists;
  - (d) **"Emergency Management Program"** means a program developed by or in conjunction with the City of Hamilton for management and response to Emergencies, consisting of the Emergency Plan, training programs and exercise for employees and other persons in Emergency response and recovery, public education on risks to safety and awareness for Emergencies and such other elements as may be required standards for Emergency management;
  - (e) **"Emergency Management Program Committee"** or **"EMPC"** means the committee established under section 6 of this By-law;
  - (f) **"Emergency Operations Centre Management Team"** or **"EOC Management Team"** means the municipal Emergency control group established under section 5 of this By-law.
  - (g) **"Emergency Plan"** means the plan adopted by Section 2 of this By-law;
  - (h) **"Head of Council"** means the Mayor, or during an absence or unavailability of the Mayor means the Deputy Mayor, also being known as the "Acting Head of Council", whom the Council for the City of Hamilton designates or appoints on a scheduled or as-needed basis to act in place of the Mayor for the purpose of exercising the Mayor's powers, authorities and duties;
- 1.1. For the purposes of this By-law and the Emergency Plan where a person who regularly holds the position or office is absent or unavailable to act, including due to a vacancy in the position or office, a person in that position or office in an

acting capacity or as a deputy is delegated the same powers, authorities, and duties as provided for the position or office holder in this By-law and the Emergency Plan.

2. The City of Hamilton adopts Schedule "1" attached to this By-law as its Emergency Plan.
3. The Head of Council may declare that an Emergency exists in the City or in any part of the City and may take such actions and make such orders as are considered necessary and not contrary to law to implement the Emergency Plan and to protect property and the health, safety and welfare of the municipality and inhabitants of the Emergency Area.
4. The Head of Council and the municipal officials provided for in the Emergency Plan are empowered to cause an Emergency notification to be issued and to require designated persons to respond in accordance with the Emergency Plan, where either an Emergency has been declared or where an Emergency exists but has not yet been declared to exist.
5. The municipal emergency control group required by the Act and its regulation is the City's Emergency Operations Centre Management Team as appointed in subsection below, established for the purposes of directing the municipality's response in an Emergency whether or not declared and including implementing the Emergency Plan, use of the Incident Management System, as defined and described in Schedule 1, seeking advice and assistance, and such other procedures as the Team shall develop to govern its responsibilities.
  - 5.1 Under the City's Emergency Plan and its adoption of the Incident Management System, the municipal officials appointed in section 5.2 may initiate operation of the Emergency Operations Centre and may carry out roles provided for other appointees until such appointees assume their own positions.
  - 5.2 The Emergency Operations Centre Management Team shall be comprised of the following positions and held by the listed officials:

<b>EOC Management Team Position</b>	<b>Municipal Official</b>
Mayor	Mayor
City Manager	City Manager
EOC Director	GM Planning and Economic Development
Information Officer	Manager of Communications
Legal	City Solicitor
Human Resources and Labour Relations Officer	Executive Director, Human Resources



Liaison Officer	Emergency Management Coordinator
Operations Section Chief	The Operations Section Chief will be chosen by the EOC Director at the time of emergency from the following designates: <ul style="list-style-type: none"> <li>• Chief of Police</li> <li>• Fire Chief</li> <li>• Paramedic Chief</li> <li>• Medical Officer of Health</li> <li>• General Manager. Healthy and Safe Communities</li> <li>• General Manager, Public Works</li> <li>• Manager, Planning and Economic Development</li> </ul>
Planning Section Chief	Director, Planning
Logistics Section Chief	Director, Human Resources
Finance and Administration Section Chief	General Manager, Corporate Services

6. The City’s Emergency Management Program Committee for purposes of the Act is comprised of the following members:
- (a) Mayor;
  - (b) City Manager;
  - (c) City Solicitor;
  - (d) Chief of Police;
  - (e) Medical Officer of Health;
  - (f) Fire Chief;
  - (g) Paramedic Chief;
  - (h) General Manager, Healthy and Safe Communities;
  - (i) General Manager, Corporate Services;
  - (j) General Manager, Planning and Economic Development;
  - (k) General Manager, Public Works;
  - (l) Executive Director, Human Resources;
  - (m) Community Emergency Management Coordinators; and,
  - (n) Director of Communications and Intergovernmental Relationships
- 6.2 The Chair of the Emergency Management Program Committee is the City Manager.
- 6.3 The role of the Emergency Management Program Committee is to advise Council on the development and implementation of the Emergency Management Program, and to conduct an annual review of the City’s Emergency Management Program and if necessary, shall make recommendations for revisions of the

program.

- 7. The City of Hamilton's Emergency Management Coordinators are designated as the emergency management program coordinators for the purposes of the Act, and assigned the role of coordinating the development and implementation of the City's Emergency Management Program, including particularly the annual, training and educational requirements necessary for the City's compliance with the Act, and for co-ordination of the meetings of the Emergency Management Program Committee.
- 8. The City's Emergency Information Officer shall be the Manager, Communications.

**REPEAL AND REPLACEMENT**

- 9. City of Hamilton By-law No. **21-015** as may be amended, is hereby repealed.
- 10. This By-law shall come into force on the date of its enactment.

**SHORT TITLE**

- 11. This By-law may be cited as the "Emergency Management Program By-law, XXXX".

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
F. Eisenberger  
Mayor

\_\_\_\_\_  
A. Holland  
City Clerk

City of Hamilton Emergency Plan

## Schedule 1



Hamilton

# CITY OF HAMILTON EMERGENCY PLAN

Enacted Under:

**Emergency Management Program By-law XX-XXX**

**REVISED: November 3, 2021**

**Version History (2021 forward)**

<b>Version</b>	<b>Date</b>	<b>Description</b>	<b>Author</b>
1.0	02-11-21	City of Hamilton Emergency Plan	Kirsten Marples & Connie Verhaeghe
1.1	03-11-21	City of Hamilton Emergency Plan <ul style="list-style-type: none"> <li>- Addition of Mayor, City Manager and Human Resources and Labour Relations Officer to EOC Management Team</li> <li>- Update to IMS Level 1 and 2</li> <li>- Update to position titles and roles and responsibilities in EOC Management team</li> </ul>	Kirsten Marples & Connie Verhaeghe

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**Appendix 1: EOC Activation Procedure (confidential)**



## 1. Introduction

The City of Hamilton Emergency Plan, known throughout this document as the Emergency Plan, establishes a framework for responding to incidents or emergencies that may occur in the City. Developed with key officials, agencies and departments, it is a guideline that outlines collective and individual roles and responsibilities in responding to and recovering from an emergency.

The Emergency Plan describes the framework of how the City of Hamilton will respond to, recover from, and mitigate the impact of an emergency. It describes the legal authorities, plan concept of operations, functional responsibilities of the EOC Management Team, and notification procedures.

Several procedures and guidelines (listed in Section 4) exist as supporting documents and emergency response plans for the Emergency Plan. These documents outline an integrated response for responding to and recovering from emergencies. They can be stand-alone documents or grouped depending on the nature of the emergency and response required.

### 1.1. Purpose

The aim of the Emergency Plan is to make provision for the efficient administration, coordination, and implementation of extraordinary arrangements and response measures taken by the City of Hamilton to protect the health, safety, and welfare of the residents of Hamilton during any emergency by:

- Identifying the governance structure for emergency response within the City of Hamilton;
- Identifying the Incident Management System (IMS) roles and responsibilities required to respond and recover from emergencies and disasters;
- Identifying standard response goals for emergency response operations and decision making; and
- Providing for a coordinated response by the municipality and partner agencies in managing emergencies.

### 1.2. Legal Authorities

The legislation under which the municipality and its employees are authorized to respond to an emergency are:

- The *Emergency Management and Civil Protection Act*, RSO 1990, c.E.9, as amended (the "Act"); and

- The City of Hamilton Emergency Management Program By-Law XX-XXX

The Act requires municipalities to develop, implement, and maintain an emergency management program, and adopt it with a by-law. An emergency management program must consist of:

- An emergency plan;
- Training programs and exercises for employees of municipalities and other persons with respect to the provision of required services and 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 element required for municipalities in standards of emergency management programs that may be developed by the Solicitor General of Ontario.

Ontario Regulation 380/04 describes emergency management standards for municipal emergency management programs. There are a number of required elements including:

- Development of an emergency response plan which includes a municipal control group to direct the municipal response to an emergency;
- Implementation of an Emergency Operations Centre with appropriate communications systems;
- Designation of an Emergency Information Officer; and
- Designation of an Emergency Management Program Coordinator.

The City of Hamilton Emergency Management Program By-Law approves the enactment of the City of Hamilton Emergency Plan and other requirements for the City's Emergency Management Program.

The Emergency Information Officer is the Communications Manager or designated alternate.

The Emergency Management Program Coordinator(s) are the City's Emergency Management Coordinators.

The Senior Official for the purposes of the City's Emergency Management Program Committee is the City Manager, or designated alternate.

### **1.3. Definition of an Emergency**

Emergencies are distinct from the normal daily operations carried out by municipal first response agencies and City departments.

The Act defines an emergency as:

'A situation or impending situation that constitutes a danger of major proportions

that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.'

#### **1.4. Hazard Identification Risk Assessment**

The Emergency Management Program has identified realistic hazards that may occur in Hamilton and assessed them in terms of probability, frequency of occurrence, magnitude of consequence or impact, and changing risk. Results of the Hazard Identification and Risk Assessment (HIRA) assist the Emergency Management Program in developing training and exercise scenarios and may initiate the development of hazard-specific plans or procedures in the event of an emergency.

As a result of the HIRA process, risks in the City of Hamilton listed below represent major incidents involving multiple locations or having a significant impact on City facilities, infrastructure, operations, or the public.

- Hazardous Materials Incident/Spills – Fixed Site Incident
- Flooding
- Hazardous Materials Incident/Spills –Transportation Incident
- Human Health Emergency
- Energy Emergency (Supply)
- Extreme Ice Storm
- Explosion and Fire
- Transportation Emergency – Rail
- Critical Infrastructure – Telecommunications
- Active Shooter / Violent Situation

#### **1.5. Emergency Management Program Committee**

The Emergency Management Program Committee (EMPC) as required by the Act consists of representatives from City departments and agencies, or designated alternates.

- Mayor
- City Manager
- City Solicitor
- Chief of Police
- Medical Officer of Health
- Fire Chief
- Paramedic Chief
- General Manager, Healthy and Safe Communities
- General Manager, Corporate Services
- General Manager, Planning and Economic Development
- General Manager, Public Works
- Executive Director, Human Resources

- Community Emergency Management Coordinators
- Director of Communications and Strategic Initiatives

The City Manager, or designated alternate, is the chair of the EMPC.

This committee reviews the Emergency Management Program for the purpose of legislated compliance and implementation of program initiatives including the review and updating of the Emergency Plan. The EMPC is not activated during an emergency.

### 1.6. Emergency Operations Centre Management Team

In the City of Hamilton, the Emergency Operations Centre Management Team (EOC Management Team) (see Section 3.2) acts as the municipal control group as defined by Ontario Regulation 380/04. The EOC Management Team will be composed of the following municipal officials, or their designated alternates, holding the following appointments:

<b>EOC Management Team Position</b>	<b>Municipal Official</b>
Mayor	Mayor
City Manager	City Manager
EOC Director	GM Planning and Economic Development
Information Officer	Manager of Communications
Legal	City Solicitor
Human Resources and Labour Relations Officer	Executive Director, Human Resources
Liaison Officer	Emergency Management Coordinator

Operations Section Chief	<p>The Operations Section Chief will be chosen by the EOC Director at the time of emergency from the following designates:</p> <ul style="list-style-type: none"> <li>• Chief of Police</li> <li>• Fire Chief</li> <li>• Paramedic Chief</li> <li>• Medical Officer of Health</li> <li>• General Manager, Healthy and Safe Communities</li> <li>• General Manager, Public Works</li> <li>• Manager, Planning and Economic Development</li> </ul>
Planning Section Chief	Director, Planning
Logistics Section Chief	Director, Human Resources
Finance and Administration Section Chief	General Manager, Corporate Services

## 2. Concept of Operations

There are multiple response levels to any emergency within the City of Hamilton.

**Site Response:** The emergency responders at the site(s) of the emergency provide tactical response to the emergency as they attempt to mitigate its effects and bring the emergency under control.

**Departmental Response:** Departments that require local support to their operations may establish a Department Operations Centre (DOC). A DOC is primarily concerned with coordinating the department’s activities in support of the department responsibilities and commitment to the emergency response. DOCs requiring further support to their response will activate the City EOC. DOCs will then interact with the City EOC, and their agency representatives or senior personnel at the scene. A DOC will focus on issues such as obtaining, coordinating and directing the department resources to respond to the emergency.

**Corporate Response:** The Emergency Operations Centre (EOC) is a physical location where the leadership of the City of Hamilton can gather to collectively and collaboratively support emergency response and manage the consequences of an emergency. The EOC is utilized, where necessary, to centralize and coordinate efforts occurring at the site and any activated DOC’s.

The EOC Management Team provides for the overall management and coordination of site support activities and consequence management. The EOC

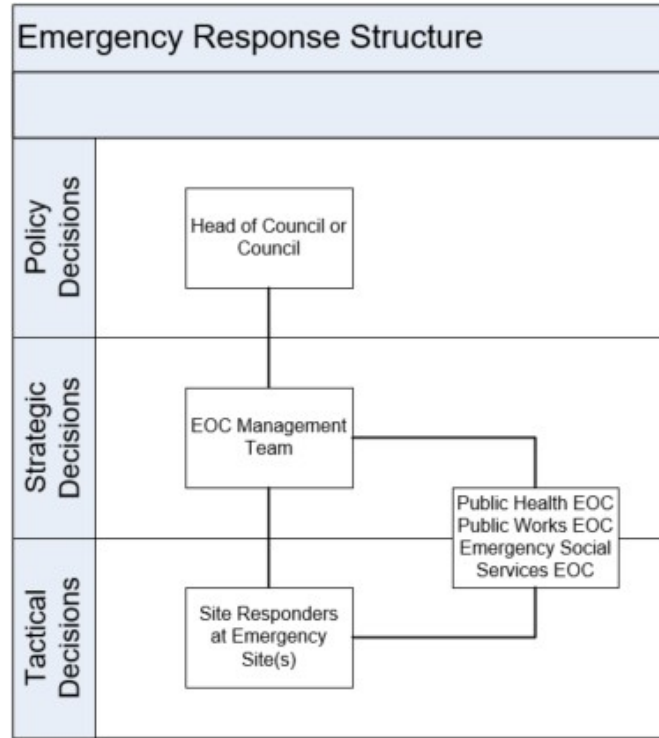
Management Team acts as the City's emergency control group under the Act. During an emergency, the EOC Management Team are notified and asked to respond to the EOC. The EOC Management Team has responsibility for:

- Notifying response agencies and coordinating the activities of the various departments and organizations which are needed to effectively respond to and recover from the emergency;
- Providing strategic direction and support to the response including the Incident Commander, site personnel and response agencies;
- Collecting as much information as possible on the status of the emergency and vetting the information, prioritizing it, evaluating it, summarizing it, disseminating/displaying it and acting upon required needs;
- Establishing priorities based on all the information gathered and developing EOC Action Plans that complement and enhance the response;
- Obtaining, coordinating and managing payment of any additional resources (both personnel and equipment) needed to support the response;
- Coordinating all internal and external information and communicating advisories, warnings, and emergency information to staff and the general public.

The Mayor is considered the Head of Council during an undeclared or declared emergency. There may be the need for an Acting Head of Council during any period of the Mayor's absence, inability or refusal of the Mayor to act as Head of Council or where the Office of the Mayor is vacant. The Head of Council has all the powers set out in the Act and Emergency Plan for purposes of an emergency and declared emergency.

The Policy Group is comprised of the Head of Council in their assigned role and authority during an emergency, or the Mayor and members of Council sitting as City Council at any regular or special meeting called during an emergency. The Policy Group may be established to receive information or reports during an emergency, and to provide any necessary policy direction to the EOC Management Team. The Policy Group does not have responsibility for emergency management during an emergency, but they do have power under the Act to end a declared emergency.

**Diagram 1 – Emergency Response Structure**



### 2.1. Reporting an Emergency

A responding agency or municipal department is likely to be the first on site authority to an emergency. First responders will assume control at the site and assign a lead agency. If, in the judgment of the lead agency, the situation requires more support resources, or there are consequences to the community at large, the lead agency will contact their senior departmental staff to activate the EOC Management Team.

### 2.2. Emergency Notifications

When an emergency exists, but has not yet been declared to exist, municipal employees are authorized to take such action(s) as detailed or authorized under the Emergency Plan.

The following City of Hamilton staff or designated alternates have the authority to activate the Emergency Notification Procedure and EOC by contacting the City of Hamilton Emergency Management Coordinators and requesting a Level 1, 2 or 3 activation;

- Head of Council
- City Manager
- Chief of Police
- Medical Officer of Health

- Fire Chief
- Paramedic Chief
- General Manager, Healthy and Safe Communities
- General Manager, Corporate Services
- General Manager, Planning and Economic Development
- General Manager, Public Works
- Executive Director, Human Resources
- Emergency Management Coordinators
- Director of Communications and Strategic Initiatives
- Manager of Communications

Once notified, the Emergency Management Coordinators will activate the notification system to contact EOC responders on the Level 1 or Level 2 Notification List and instruct them to respond to the EOC. The notification system will also be used to advise of a Level 3 activation which involves notification of key EOC members and asking them to participate via virtual conference.

**Level 1 activation** involves the EOC Director, City Manager, Human Resources/Labour Relations Officer, Information Officer, Legal, Risk Management, Liaison Officer, all Operations Section Branch Coordinators, Logistics Chief (including the IT Branch), the Planning Chief (including Scribe/Event Board) and the Finance and Administration Chief (see Diagram 3).

**Level 2 activation** involves all EOC personnel and is generally used for a large-scale emergency (see Diagram 4).

**Level 3 activation** is a virtual activation of EOC personnel. Its membership is similar to a Level 1 activation however it is conducted virtually. Physical response to the EOC is not necessary. Adding additional members to this activation will depend on the nature of the emergency event.

### 2.3. Declaration of Emergency

Only the Head of Council or Acting Head of Council has the authority to make a declaration of an emergency within the boundaries of the municipality. The decision to declare an emergency will be made by the Head of Council in consultation with the EOC Management Team.

Upon making an Emergency Declaration, the Head of Council will ensure the following are notified:

- City of Hamilton Council members
- Solicitor General for Ontario via the Provincial Emergency Operations Centre

The following may also be notified of a declaration of emergency:

- Local Member(s) of Provincial Parliament (MPPs)



- Local Member(s) of Federal Parliament (MPs)
- Local media, and
- The public

## **2.4. Termination of Emergency**

Termination of an Emergency Declaration usually comes as the result of a significant reduction in the severity of the emergency and/or the impact on the community.

The Head of Council, Council, or the Premier of Ontario have the authority to declare that an emergency has terminated.

## **2.5. Requests for Assistance**

It is possible that assistance from other levels of government, or external partner agencies with specialized knowledge or expertise, may be required by the City of Hamilton to help successfully respond to an emergency.

Depending on the nature of the emergency and the assistance required, these agencies may be requested to attend the emergency site(s) and/or the EOC to provide assistance or provide information and advice to the EOC Management Team.

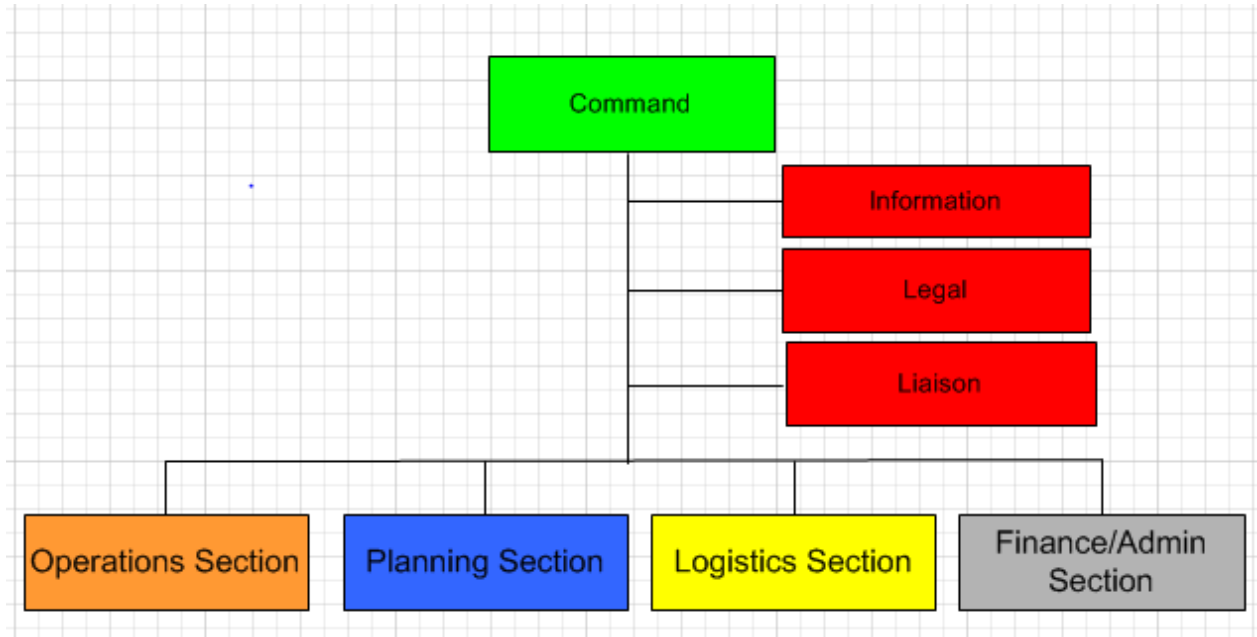
Where provincial assistance is required, which is outside of the normal departmental or service working agreements, the request will be made to the Provincial Emergency Operations Centre (PEOC) through the Liaison Officer. Requests for personnel or resources from the Federal Government are requested through the PEOC who in turn liaises with the Federal Government Operations Centre.

## **3. Incident Management System**

The City's Emergency Management Program adopts the principles of the Incident Management System (IMS) based on five key functions (command, operations, logistics, planning and finance/admin) that must occur during any emergency. IMS can be used for any size or type of emergency to manage response personnel, facilities, and equipment. Principles of the IMS include the use of common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span of control, and comprehensive resource management.

The basic IMS response structure is outlined in Diagram 2.

Diagram 2 – Basic IMS Response Structure



Level 1 and Level 2 IMS Response Structures are outlined in Diagram 3 and 4 respectively.

**Diagram 3 – Level 1 IMS Response Structure**

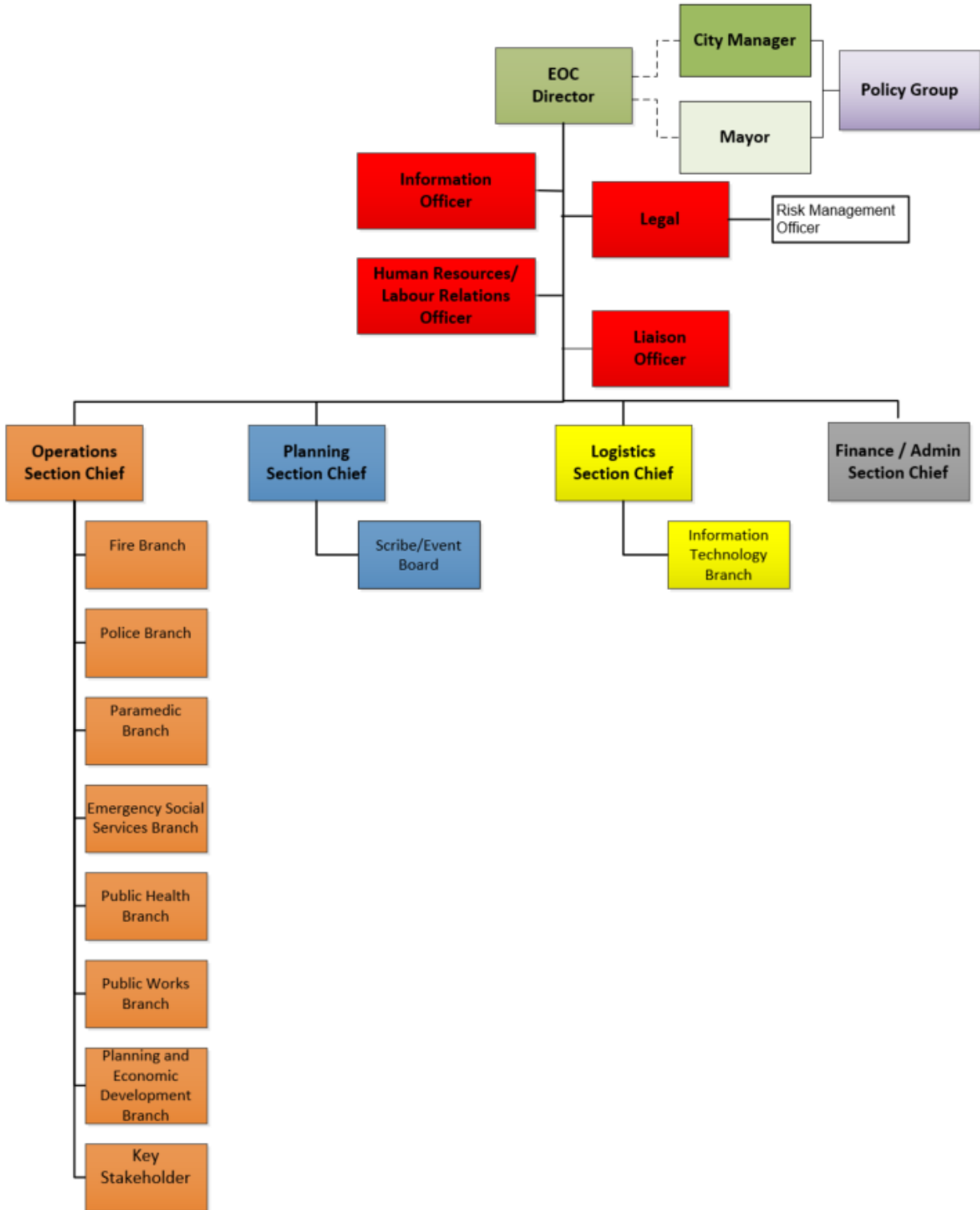
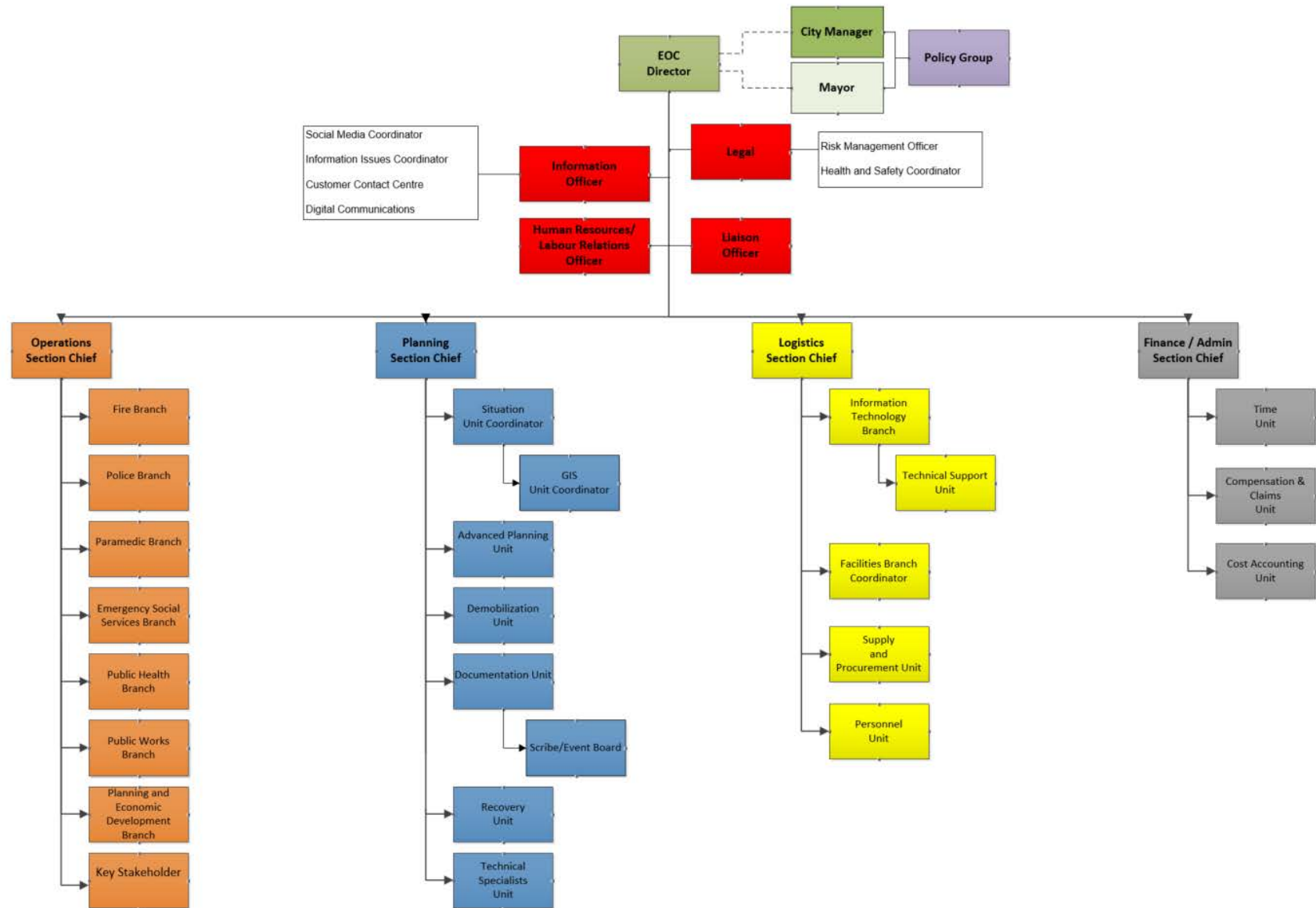


Diagram 4 – Level 2 IMS Response Structure



### 3.1. Response Goals

The following response goals are applied to all emergency situations. The EOC Management Team will prioritize response objectives based on these goals. In order of priority:

1. Provide for the health and safety of all responders
2. Save lives
3. Reduce suffering
4. Protect public health
5. Protect critical infrastructure
6. Protect property
7. Protect the environment
8. Reduce economic and social losses

### 3.2. Roles and Responsibilities

#### Policy Group

Responsibilities of the Policy Group include:

- Provides overall policy direction
- Changes/amends bylaws or policies
- Requests for Municipal level assistance
- Declares State of Local Emergency (Head of Council)
- Declares termination of State of Local Emergency
- Acts as an official spokesperson

#### EOC Management Team

The primary responsibility of the EOC Management Team is to provide for the overall management and coordination of the response and consequence management. It is the responsibility of the EOC Management Team to ensure that response priorities are established, and that planning, and response activities are coordinated, both within the EOC (i.e. between sections) and between sites, DOCs and other EOCs.

During the initial stages of an EOC activation, responding staff already holding one appointment may briefly take on the role of EOC Management Team appointees pending their arrival. This is consistent with the principles of the Incident Management System. The EOC Management Team consists of the following positions:

- Mayor
- City Manager
- EOC Director
- Information Officer
- Legal

- Human Resources and Labour Relations Officer
- Liaison Officer
- Operations Section Chief
- Planning Section Chief
- Logistics Section Chief
- Finance and Administration Section Chief

### **Mayor**

- Receives information on the emergency and response efforts.
- Acts as primary spokesperson for the City.
- Makes the decision to declare an emergency in consultation with the EOC Management Team.
- Along with Council, approves changes to policies and by-laws resulting from the emergency.

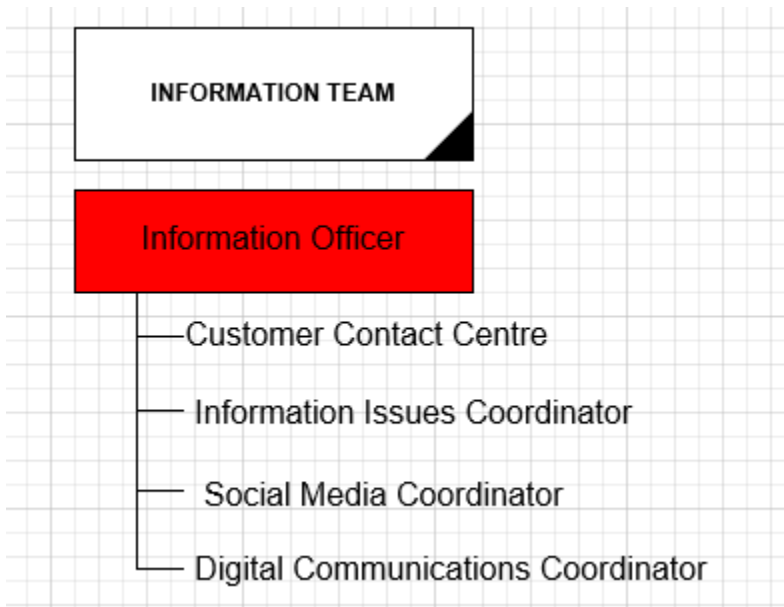
### **City Manager**

- Liaises with Mayor to ensure Council is updated.
- Liaises with EOC Director on issues for discussion with Council or Senior Leadership Team.
- Reviews and approves reports to Council.
- Attends media briefings as requested.
- Provides updates to City employees as required.
- Liaises with CAOs/City Managers in neighbouring municipalities.

### **EOC Director**

- Overall authority and responsibility for response activities.
- Ensures organizational effectiveness.
- Establishes staffing levels on the EOC Management Team.
- Sets EOC priorities and objectives for each operational period and ensures objectives are carried out.
- Approves Incident Action Plan
- Liaises with the Policy Group and Senior Leadership Team.
- Approves emergency information releases.

## Information Officer



- Staffs and manages the Information Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for, and participates in, EOC Management Team meetings.
- Establishes a team of staff to oversee media updates, and coordinate interviews and media briefings, monitor social media, establish communication strategies, manage internal communications, and develop public information materials.
- Determines the need and obtains approval for an Emergency Information Centre.
- Liaises with other Information Officers.
- Obtains EOC Director approval for all internal and external messages.
- Ensures public communications is provided in accessible formats, as required.

### Customer Contact Centre Coordinator

- Collects, processes, evaluates and shares situational information from Customer Contact Centre staff.
- Disseminates approved emergency information to the Customer Contact Centre staff for public inquiries.

### Information Issues Coordinator

- Develops messaging and external communication strategies.
- Develops public information materials.
- Develops news releases.

### Social Media Coordinator

- Collects and verifies relevant information on the emergency from news reports and social media.
- Implements social media response to the emergency event including developing proactive messages.
- Monitors and develops relevant hashtags on all social media platforms.

### Digital Communications Coordinator

- Updates the City website with pertinent information as needed.
- Develops and maintains a recovery website to be used during large emergencies.

### Legal



- Provides advice and assistance on matters related to law and how they may be applicable to the actions of the City of Hamilton during the emergency.
- Gathers and organizes evidence that may assist in legal defense if required.
- Evaluates situations and advises the EOC Director of any conditions and actions that might result in liability.

### Risk Management

- Identifies and analyzes personnel, property and liability loss exposures.
- Assesses damage and financial loss resulting from the incident.
- Advises members of response organizations regarding options for risk control during EOC Management Team meetings or upon request.
- Provides risk/liability analysis where appropriate on any operations within or outside the scope of the EOC Action Plan.
- Identifies potential claimants and the scope of their needs and concerns.
- Conducts interviews and takes statements that address major risk management issues.
- Assists the EOC Director in reviewing press releases, public alerts and warnings, and public information materials.



- Organizes and prepares records for final audit.

### **Health and Safety Coordinator**

- Liaises with and provides advice to site Safety Officer regarding health and safety issues for site personnel, as required.
- Provides advice and assistance on matters related to occupational health and safety regulations for the response and for EOC personnel.

### **Human Resources and Labour Relations Officer**

- Provides advice and assistance on matters related to Human Resources and Labour Relations.
- Engages City Unions as needed and provides updates to the EOC Management Team.

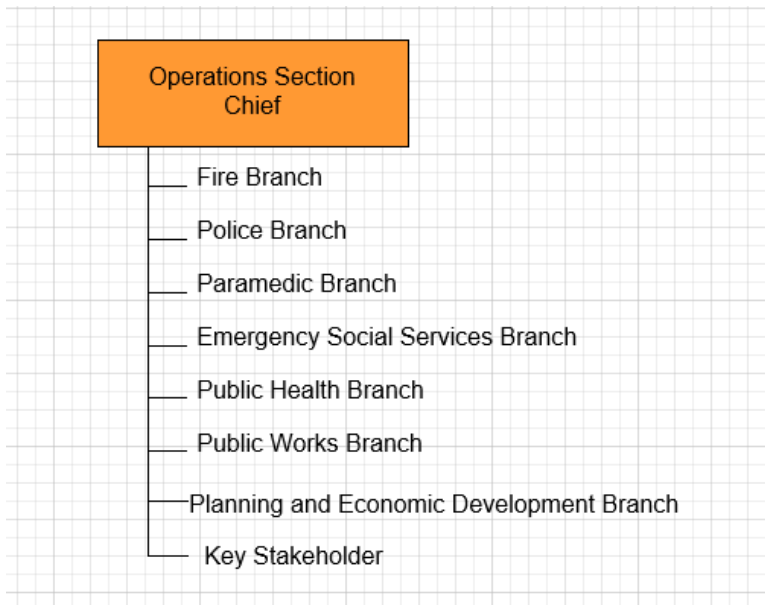
### **Liaison Officer**

- Invites required or requested agencies to the EOC, as identified by the EOC Director and EOC Management Team.
- Liaises with the Provincial Emergency Operations Centre and Emergency Management Ontario Field Officer.
- Maintains contact with external agencies and other EOCs.

### **Operations Section**

The Operations Section communicates directly with emergency site(s), field personnel, activated Departmental EOCs and Command Centres. The function of the Operations Section is to gather situational information from site and share it with the Planning Section and other members of the EOC Management Team. The Operations Section also coordinates any resource requests from the site, supports site operations and coordinates multi-agency or multi-department support to the site. The Operations Chief will also direct deployment of all EOC issued resources to the Incident Commander(s) at the site.

The Operations Section Chief will be designated at the time of the emergency by the EOC Director.



### Operations Section Chief

- Staffs and manages the Operations Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.

### Branch Coordinators

Branch Coordinators oversee the operations of a City department, division, section or outside agency. A Branch Coordinator is responsible for coordinating the activities of their department/agency site personnel, dispatch centre (if one exists) and DOC (if one has been activated) with other Branches in the Operations Section. Additional Branch staff may be needed, dependent on the size of the emergency event and the support required.

Branch Coordinators may include, but are not limited to:

#### Fire Branch Coordinator

- Liaises with the Fire Incident Commander and Fire Dispatch regarding fire suppression, hazardous materials response, rope rescue, vehicle extrication, and any other site response initiated by Fire.
- Provides site support and coordinates Fire resource requests such as arranging for mutual aid and additional equipment.
- Liaises with the Office of the Fire Marshall and Emergency Management, as required.

### **Police Branch Coordinator**

- Liaises with the Police Incident Commander and Police Dispatch regarding law enforcement, traffic control, perimeter control, access/egress of emergency vehicles, evacuations, emergency notifications, search and rescue, CBRNE, and any other site response initiated by Police.
- Provides site support and coordinates Police resource requests such as arranging for mutual aid and additional equipment.
- Liaises with federal, provincial and other municipal police agencies, as required.
- Liaises with the Coroner, as required.

### **Paramedic Branch Coordinator**

- Liaises with the Paramedic Incident Commander and Central Ambulance Communication Centre regarding the triage, treatment, and transportation of victims, and any other site response initiated by the Paramedic service.
- Provides site support and coordinates Paramedic resource requests such as arranging for mutual aid and additional equipment.
- Liaises with hospitals regarding the number of casualties.

### **Emergency Social Services Branch Coordinator**

- Liaises with the Emergency and Social Services Operations Centre (ESSOC) regarding the delivery of emergency social services (food, shelter, clothing, registration and inquiry, personal services), and any other site response initiated by the ESSOC.
- Provides site support and coordinates ESSOC resource requests such as facilities, security, volunteers, equipment, evacuee support, transportation, mutual aid, etc.
- Liaises with community partner agencies to support emergency social services response, as required.
- Coordinates with the ESSOC to arrange for Critical Incident Stress Debriefing for affected citizens.

### **Public Health Branch Coordinator**

- Liaises with the Public Health Emergency Control Group (PHECG) regarding the provision of public health measures including immunization programs, food safety inspections, drinking and recreational water quality, indoor air quality testing and monitoring, communicable disease and infection control, and

- any other site response initiated by the PHECG.
- Provides site support and coordinates PHECG resource requests such as arranging for mutual aid and additional equipment.
- Liaises with other Public Health Units, the Ministry of Health and Long-Term Care, and the Ministry of the Environment, Conservation and Parks.
- Collaborates with the Health Sector for the support of health services, and the activation of assessment centres and the Emergency Medical Assistance Team (EMAT), as required.

### **Public Works Branch Coordinator**

- Liaises with the Public Works Site Commander and Public Works Department Operations Centre (PWDOC) regarding facilities and infrastructure systems (roads, bridges and water systems), water for fire-fighting, road barriers, debris management, and any other site response initiated by Public Works.
- Provides site support and coordinates Public Works resource requests such as arranging for mutual aid and additional equipment.
- Liaises with the Ministry of the Environment, Conservation Authority, and utilities to coordinate the Public Works response, as required.

### **Planning and Economic Development Branch Coordinator**

- Liaises with site personnel for a building collapse or infrastructure damage, building inspections, unsafe orders and emergency orders related to unsafe buildings as a result of the emergency.
- Liaises with the site related to all animal services issues.
- Liaises with the site regarding all municipal by-law, licensing and parking issues related to the emergency.
- Participates in the Post Disaster Recovery Team planning with regards to rebuilding infrastructure and site recovery in accordance with relevant legislation/standards i.e. *Ontario Building Code, Planning Act, Municipal By-laws, Municipal Servicing* etc.

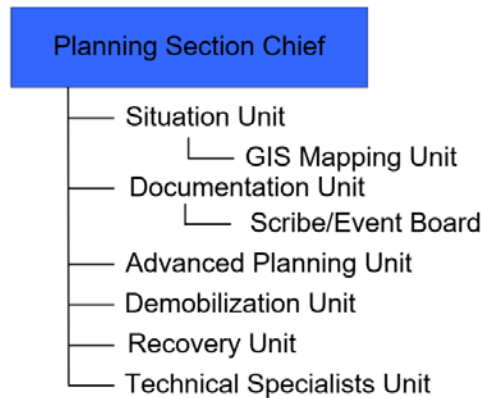
### **Key Stakeholder**

Key Stakeholders are a representative from a city agency, or ministry that is directly involved in the response. For example, it could be Alectra providing intel to a large power outage or one of the Hamilton hospitals providing input to a specific event impacting the hospitals. Key Stakeholders are notified by the Liaison Officer or an Operations Branch

Coordinator and will be in the Operations Section. Key Stakeholders will relay all pertinent information impacting the agency to the Operations Chief.

## Planning Section

The Planning section is responsible for collecting evaluating and disseminating information; developing the EOC Action Plans in coordination with other functions; maintaining all EOC documentation and anticipating the long-range planning needs of the emergency.



The Planning Section works closely with the EOC Management Team to ensure that information is shared effectively and results in an efficient planning process to meet the needs of the incident.

### Planning Section Chief

- Staffs and manages the Planning Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.
- Prepares and distributes the EOC Action Plan.

### Situation Unit

- Oversees the collection, organization, validation and analysis of disaster situation information.
- Assists in the development of the EOC Action Plan.
- Monitors the completion status of EOC Action Plan objectives and tasks.
- Oversees the GIS Mapping Unit that is responsible to ensure all maps contain current and accurate information.

### Advance Planning Unit

- Reviews and assesses information sources to anticipate potential

future impacts of an incident.

- Develops plans consisting of possible response and recovery related issues that are likely to occur beyond the next operational period.

### **Documentation Unit**

- Collects, organizes, reproduces, distributes and files all completed incident-related forms including EOC Position Logs, EOC Action Plans, etc.
- Oversees the Scribe/Event Board Unit who scribes the EOC Management Team Meetings, drafts the EOC Action Plan for approval by the Planning Chief and then EOC Director, and maintains the event and status boards.
- May scribe for other positions as required.

### **Demobilization Unit**

- Reviews pertinent EOC documentation and develops the Demobilization Plans for the EOC.

### **Recovery Unit**

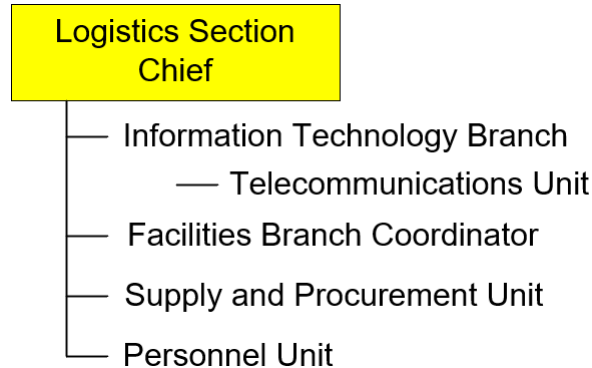
- Oversees the transition from response to recovery.
- Assesses the requirements for community and individual recovery.
- Identifies immediate short-term relief efforts that will initiate and speed recovery for an affected area.
- Identifies long-term actions to restore local services to pre-incident conditions.

### **Technical Specialists Unit**

- Obtains and manages technical specialists required for specialized, technical observations and recommendations within the EOC.

## Logistics Section

Logistics section is responsible for ensuring that the EOC is operational; and providing facilities, services, personnel, equipment and materials.



### Logistics Section Chief

- Staffs and manages the Logistics Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.
- Arranges for food and refreshments for EOC personnel.

### Information Technology Branch

- Ensures communications and computer systems are provided, supported and maintained within the physical EOC, for virtual activation, and at other facilities utilized for emergency response activities.
- Oversees the Telecommunications Unit that is responsible for the use of radio telecommunications and telephony at the EOC and other emergency sites/locations.

### Facilities Branch Coordinator

- Ensures that the EOC and other facilities have required resources during the response effort.
- Secures access to facilities and provides the staff, furniture, supplies and materials necessary to configure the facilities in a manner adequate to accomplish the EOC Action Plan objectives.

### Supply and Procurement Unit

- Oversees the acquisition and allocation of supplies, materials or equipment not normally provided through mutual aid or normal department/agency channels.
- Clarifies and verifies requests to ensure accuracy and efficiency,

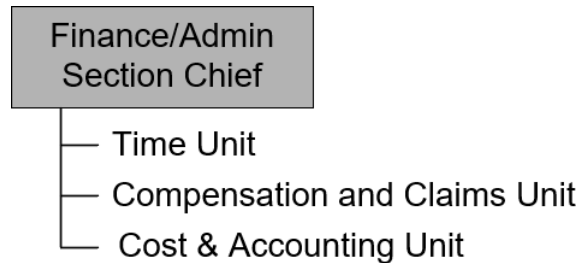
- communicating directly with suppliers/vendors and coordinating shipping/delivery arrangements.
- Coordinates resource tracking with the Operations and Logistics Sections.
- Tracks resources on a resource status board or other tracking or display system.
- Develops service agreements and/or contracts and oversees the purchasing processes.

**Personnel Unit**

- Coordinates staffing arrangements and tracks staffing assignments.
- Oversees worker care, feeding, credentialing (verification and identification) for volunteers, temporary employees, contractors, etc.
- Manages requested and convergent volunteers.

**Finance and Administration Section**

The Finance and Administration section is responsible for financial activities and other administrative functions.



**Finance and Administration Section Chief**

- Staffs and manages the Finance and Administration Section ensuring the appropriate personnel, equipment, and supplies.
- Prepares for and participates in EOC Management Team meetings.

**Time Unit**

- Tracks and reports personnel hours worked.
- Prepares forms, reports and statistical data for worker time.

**Compensation and Claims Unit**

- Ensures all documentation related to worker injuries are



- completed correctly and forwarded within designated timelines.
- Coordinates the investigation and review of property/equipment damage or loss claims arising from the event.

#### **Cost and Accounting Unit**

- Collects all cost information, reviews invoices, statements and other vendor documents, and reports on consolidated cost estimates.

## **4. Emergency Plan Supporting Documents**

### **4.1. Emergency Notification Procedure**

The Emergency Notification Procedure outlines the process for notification of EOC personnel to place them on alert or request that they respond to an emergency.

### **4.2. Emergency Information Plan**

This document outlines the flow of emergency communications from City departments and agencies to media outlets, City employees, businesses and residents. This includes the release of information to the media and public, issuing directives to the public, responding to requests for information, and monitoring media outlets and other sources of information. Methods of internal communications with City staff are also outlined.

If required, in the event of a major emergency requiring a response from other levels of government, or other municipalities, communications from the City of Hamilton will be coordinated with those entities.

### **4.3. Emergency Information Centre Plan**

This document outlines how the municipality would open a facility to coordinate the release of information to the media, facilitate media scrums/briefings, organize and host press conferences, and potentially even provide the media with a functional work area at an Emergency Information Centre (EIC).

This plan details the activation, concept of operations, roles and responsibilities of EOC and EIC personnel, and facility requirements for an EIC.

### **4.4. Emergency Operations Centre and IMS Standard Operating Guideline**

These guidelines outline the procedures involved in activation and operation of

the EOC facility. This includes details on the facility setup, activation and notification of EOC responders, guiding principles, managing information and resources, and the implementation of the Incident Management System. It also further defines the roles of EOC positions in position checklists. As a supplement to the City of Hamilton Emergency Plan, it provides detailed information to enable EOC responders to fulfill their key responsibilities in managing an emergency situation.

#### **4.5. Evacuation Standard Operating Guideline**

This document deals with planning and preparing for a decision to evacuate an area within the City of Hamilton as a result of an emergency, impending or occurring. In order to provide guidance to ensure the safety and security of the community during an evacuation, it includes the responsibilities and procedures for staff and agencies to notify persons, move them out of an evacuation zone, and re-entry of the population once the affected area is deemed safe.

#### **4.6. Emergency Social Services Plan**

The aim of the Emergency Social Services (ESS) Plan is to make provision for the efficient administration, coordination and implementation of the extraordinary arrangements and measures taken to protect the health, safety and welfare of the residents of Hamilton during any emergency. This response includes both City staff and external partner agencies that work to provide services including, but not limited to, shelter, food, clothing, emergency first aid, registration and inquiry, personal services, and financial assistance.

#### **4.7. Evacuation Centre Plan**

This plan outlines how an evacuation centre will be opened, set up and operated in the City of Hamilton. It establishes operational responsibilities and reporting structures for City staff and community partner agencies in operating an evacuation centre to deliver emergency social services.

#### **4.8. Public Health Emergency Plan**

The purpose of this plan is to make provisions for the efficient administration, coordination and implementation of response measures by Public Health Services. This plan executed correctly aims to protect the health, safety and environment of the residents of Hamilton during an emergency by identifying a governance structure, roles and responsibilities, standard response goals, and coordinating the emergency response with partner agencies.

#### **4.9. Mass Casualty Incident Response Plan**

This document provides a general overview of roles and responsibilities of City departments and support agencies in response to mass casualties. The purpose of this Mass Casualty Incident Response Plan is to provide a plan of action for an efficient activation and response of agencies to a Mass Casualty Incident (MCI) where the number of patients or victims involved exceeds available resources, equipment, and facilities.

#### **4.10. Reunification Phone Line Procedure**

The purpose of the Reunification Phone Line Procedure is to provide friends/family of emergency casualties with a phone line to report information on missing persons. This information will be recorded in order to facilitate the exchange of information between health care facilities, Police Services and friends/family.

### **5. Emergency Plan Review and Maintenance**

The Emergency Management Coordinators are responsible to develop and implement the Emergency Management Program. A function of this is to coordinate, facilitate, implement and test the Emergency Plan based on the recommendations and direction of the EMPC.

The Emergency Plan will be reviewed on an annual basis. Any proposed changes to this Emergency Plan will be submitted to the Emergency Management Coordinators. Any proposed major revisions to the Emergency Plan must be presented to the EMPC upon whose recommendation it may be presented to Council for final approval. Minor revisions may be approved by the EMPC Chair.

#### **5.1. Plan Training**

The Emergency Management Coordinators will provide annual training on the implementation of the Emergency Plan to municipal employees.

#### **5.2. Plan Testing**

The Emergency Plan will be tested a minimum of once annually through an exercise coordinated by the Emergency Management Coordinators.

#### **5.3. Plan Distribution**

Copies of the Emergency Plan will be provided electronically to EMPC, EOC responders, partner organizations and agencies, the Province, and bordering

municipalities and regions that may have a role to play in responding to or providing assistance for emergencies in Hamilton. The Emergency Plan is also available on the City of Hamilton website.

# CITY OF HAMILTON

## MOTION

**EMERGENCY AND COMMUNITY SERVICES COMMITTEE: January 13, 2022**

**MOVED BY COUNCILLOR N. Nann.....**

**SECONDED BY COUNCILLOR .....**

**Comprehensive, Human-rights Based, Health-focused Housing Solutions for Residents Living Encamped across Hamilton**

WHEREAS, the reality of unhoused residents living in encampments is a persistent reality across the City of Hamilton;

WHEREAS, these encampments have become increasingly visible throughout the pandemic;

WHEREAS, the number of unhoused residents who have been living encamped in Hamilton ranges between 80 to 140 people;

WHEREAS, encampments will persist until the City of Hamilton develops and implements a strategy to eliminate homelessness that addresses the unique health needs experienced by those who are encamped;

WHEREAS, the City’s Housing & Homelessness Strategy is rooted in a solution-focused, person-centred approach and recognizes that best practices for solutions are the result of direct participation of those with lived experience of being unhoused;

WHEREAS, the largest gap in addressing the unique needs of many of those residents who have no other option than to live encamped rests in the lack of comprehensive, coordinated housing and health-based resources with a disproportionate impact on unhoused indigenous people, those unhoused residents living with disabilities, and those unhoused residents of other equity-seeking group that continue to face culture, structural and systemic barriers in accessing appropriate supportive housing; and

WHEREAS, an enforcement led response to the existence of encampments on city property does not solve homelessness, nor result in healing.

THEREFORE, BE IT RESOLVED:

- (a) That City staff be directed to host solution-focused planning session(s) made up of representatives from the health sector, housing service

providers, organizations that provide frontline support to the unhoused, people with lived experiences of being unhoused and living in encampments, and other community stakeholders be convened to identify comprehensive, human-rights based, health-focused housing solutions to directly address the needs of those 80 to 140 unhoused residents living encamped in Hamilton;

- (b) That any costs associated in hosting and facilitating the planning session(s) be covered through the existing Housing Services budget; and
- (c) That staff report back the recommendations of these planning session(s) for Council's consideration to the Emergency Community Services Committee.