



CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Hamilton Fire Department

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

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- (b) That the City of Hamilton Emergency Management Program By-law 21-015 be repealed.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.

**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 The Emergency Plan was amended, and By-law 17-277 was repealed to ensure the Emergency Plan and by-law were in sync.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

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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