




CITY OF HAMILTON
HEALTHY AND SAFE COMMUNITIES DEPARTMENT
Hamilton Fire Department

TO:	Chair and Members Emergency and Community Services Committee
COMMITTEE DATE:	February 16, 2023
SUBJECT/REPORT NO:	Updates to the Emergency Plan (HSC22001(a)) (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:	

RECOMMENDATION

That the amending by-law attached as Appendix “A” to Report HSC22001(a) which amends the City of Hamilton Emergency Management Program By-law (By-law 22-005), and which has been prepared in a form satisfactory to the City Solicitor, be enacted and effective immediately.

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. These operational updates include changes to the Hazard Identification Risk Analysis and a minor change to the Incident Management Structure (IMS) with the Health and Safety Coordinator now reporting to the Human Resources and Labour Relations Officer as opposed to Legal. As a matter of updating as per regulations, and as a matter of housekeeping, staff are

recommending that the amendment to the Emergency Program Management By-law 22-005 be approved.

As part of the 2023 annual review of the City of Hamilton's Emergency Management Program staff will be incorporating a social determinants of health lens.

Alternatives for Consideration – Not Applicable

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: N/A

Staffing: N/A

Legal: N/A

HISTORICAL BACKGROUND

In 2021, the City of Hamilton Emergency Plan was amended to reflect changes to the IMS response structure and the Emergency Operations Centre Management team. The Emergency Plan was amended, and By-law 21-015 was repealed to ensure the Emergency Plan and the By-law were in sync. The new By-Law 22-005 was approved by Council on January 19, 2022.

During 2022, the Emergency Management program completed a fulsome review of the City's Hazard Identification Risk Analysis. As a result, an updated hazard list was developed which has now been added to the City's Emergency Plan.

There was also a minor change to the Incident Management System (IMS) structure with the Health and Wellness Coordinator now reporting to the Human Resources and Labour Relations Officer instead of Legal.

As such, staff are recommending an amendment to the By-law, specifically the Emergency Plan, to reflect these changes. The changes are captured in the amended By-law and Emergency Plan attached.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

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

RELEVANT CONSULTATION

Legal was consulted regarding revisions to the By-law and the Emergency Plan. These revisions were reviewed with the Emergency Management Program Committee at the annual review meeting on December 6, 2022.

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 Emergency Management Ontario. An annual review of the standards is completed by the Emergency 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(a): Amending By-law to By-law 22-005, the City of Hamilton Emergency Management Program By-Law