



Report to: General Committee

Date Report Authored: October 20, 2011

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**SUBJECT:** Markham Emergency Management Program 2011  
**PREPARED BY:** Sonia Singh, Emergency Preparedness Coordinator, Community and Fire Services Commission, ext. 2471

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**RECOMMENDATION:**

- 1) That the report titled "Markham Emergency Management Program 2011" be received.
- 2) That a by-law enacted to:
  - (i) adopt the Emergency Management Program attached thereto as "Schedule A", in accordance with the provisions of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c.E.9, as amended;
  - (ii) adopt the Emergency Plan attached thereto as "Schedule B", in accordance with the provisions of the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c.E.9, as amended; and
  - (iii) repeal By-law 2004-325 and By-law 2006-197, which adopted previous Markham emergency management programs.
- 3) That the Deputy Fire Chief, Philip Alexander, be hereby designated as Markham's Emergency Management Program Co-ordinator in accordance with Ontario Regulation 380/04. For the purposes of Markham's Emergency Management Program and Emergency Plan (and in keeping with the terms used by Emergency Management Ontario in its emergency management training programs), the Emergency Management Program Co-ordinator shall be referred to as the "Community Emergency Management Co-ordinator".
- 4) That the Director of Corporate Communications and Community Relations be hereby designated as Markham's Emergency Information Officer in accordance with Ontario Regulation 380/04.
- 5) And that Staff be authorized and directed to do all things necessary to give effect to this resolution.

**PURPOSE:**

To enact a by-law to adopt Markham's Emergency Management Program and Emergency Plan.

**BACKGROUND:**

An "emergency" as defined in the *Ontario Emergency Management and Civil Protection (EMCP) Act* R.S.O. 1990, c.E.9, as amended, as:

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*“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;”*

Markham is required to comply with the *Emergency Management and Civil Protection Act R.S.O.1990, c.E.9*, as amended (the “Act”), in part, through the adoption by Council of a comprehensive Emergency Management Program that includes an Emergency Plan.

The legal framework for emergency management in Ontario is addressed in the Act and related regulations. Ontario Regulation 380/04 establishes the minimum standards for emergency management programs required by municipalities and provincial ministries and supports the requirement in the Act for mandatory emergency management programs.

The Act requires that every municipality develop and implement an “**Emergency Management Program**”.

Markham’s Emergency Management Program consists of:

- an Emergency Plan based on the hazards and risks identified in the community;
- annual training of the Markham staff in emergency management principles, concepts and procedures; including emergency scenario exercises;
- public education on risks to public safety and the public’s preparedness for emergencies; and
- designation of an emergency operations centre (EOC) with the appropriate technological and telecommunications systems to ensure effective communication by EOC staff in an emergency.

The aim of Markham’s Emergency Plan (Schedule “B” to the draft by-law attached hereto) is to provide a framework within which extraordinary arrangements and measures can be taken to protect the health, safety, and welfare of individuals living and working in Markham in the event of an emergency. The Emergency Plan outlines the concepts, principles, terminology and organizational processes that will enable effective, efficient and collaborative emergency management.

The Emergency Plan is not intended to be prescriptive by detailing how each and every emergency should be responded to at the municipal level. Its aim is to provide guidance and structure to assist Markham’s response to emergencies. More specifically, the Emergency Plan is intended to:

- identify the roles, responsibilities and actions required of Markham in mitigating, preventing, preparing for, responding to and recovery from major emergencies and disasters;
- ensure a co-ordinated response by Markham, York Region, other local municipalities, and other agencies in managing emergencies or disasters;

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- enable decision makers to efficiently and effectively deploy available resources;
  - provide a means to protect public safety, health, critical infrastructure, property, and the environment;
  - promote public confidence in Markham's ability to respond to and manage an emergency;
  - provide a means for Markham to assist and/or provide resources to York Region and other municipalities as requested and where possible; and
  - assist Markham in being a disaster resilient community.

### **OPTIONS/ DISCUSSION:**

Incidents typically begin and end locally and are managed on a daily basis at the lowest possible geographical, organizational and jurisdictional level. However, there are instances in which successful incident management operations depend on the involvement of multiple jurisdictions, levels of government, functional agencies and/or emergency responder disciplines. These instances require effective and efficient coordination across this broad spectrum (i.e. S.A.R.S. and H1N1 outbreaks).

The Incident Command System (ICS) was developed in the 1970s from the response to the California wildfires and the need to create a system that could easily expand and contract, support multi-agency and multi-jurisdictional coordination and collaboration. In Canada, ICS principles were applied to what is now referred to as the Incident Management System (IMS).

In Ontario, the Deputy Minister of Community Safety approved the Province's IMS Doctrine on January 30, 2009. Markham's Emergency Planning Committee was introduced to the concept of IMS in March 2009 and endorsed it after receiving feedback from its informal application in the successful set-up and management of Markham's H1N1 Flu Clinics in the fall of 2009.

Markham's former emergency plan titled "Emergency Procedures Manual" was an all encompassing document that included an emergency response plan, continuity of operations plan and hazard specific plans (the "2009 Plan").

To incorporate the concepts and principles of IMS in Markham, a revision of the 2009 Plan was necessary, and the separation of the continuity of operations plan from the emergency response plan (Appendix D in the 2009 Plan) occurred. Although continuity of operations supports Markham's response in an emergency, it has greater application at a divisional, departmental and commission level and can be implemented at any time for smaller scale events that do not involve an emergency. With this in mind, Markham's Emergency Planning Committee will be undertaking a separate revision of the Continuity of Operations Plan in the future.

Other changes include the reorganization and revision of the Appendices which support implementation of, but do not form part of the Plan or Program and the addition of a Roles

and Responsibilities appendix (Appendix E of the 2011 Emergency Plan). The hazard specific plans that existed in the 2009 Plan remain unchanged in content in the 2011 Emergency Plan. They will be reviewed and revised as part of Markham's Emergency Management Program.

**FINANCIAL CONSIDERATIONS AND TEMPLATE:**

No financial implications considered in this report.

**HUMAN RESOURCES CONSIDERATIONS**

Not Applicable

**ALIGNMENT WITH STRATEGIC PRIORITIES:**

**Municipal Services:**

Markham's Emergency Management Program and associated Emergency Plan aligns with the Municipal Services Strategic Priority by supporting an efficient and effective response to and recovery from an emergency. The ability to provide municipal services with minimal disruption during an emergency can be achieved by ensuring that:

- an emergency plan is in place and is reviewed, at a minimum, annually;
- a fully functioning Emergency Operations Centre has been designated;
- the Emergency Plan is exercised on an annual basis;
- annual training of staff in emergency management takes place.

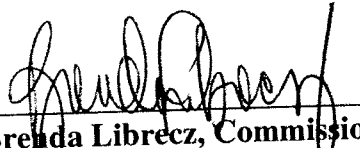
**Parks, Recreation, Culture and Library Master Plan/Public Safety:**


Markham's Emergency Management Program includes an assessment of the hazards and threats in Markham annually and also supports public education and provision of resources to promote emergency preparedness for Markham residents. These activities are examples of how the Emergency Management Program and Emergency Plan aligns with the Public Safety Strategic Priority and supports a community safety plan.

**BUSINESS UNITS CONSULTED AND AFFECTED:**

Not applicable

**RECOMMENDED BY:**

  
Brenda Librecz, Commissioner  
Community and Fire Services

  
Andrew Taylor,  
Chief Administrative Officer

**ATTACHMENTS:**

Appendix A: Draft By-Law