



The Corporation of the Town of Milton

Report To: Council

From: Peter Gatto, Fire Chief

Date: November 4, 2024

Report No: CORS-031-24

Subject: Town of Milton - Emergency Management Program By-law Update

Recommendation: **THAT** report CORS-031-24 detailing Emergency Management Program be approved;

AND THAT Council approve the Emergency Management Program By-law 098-2024;

AND THAT Council approve amendment to By-law 026-2018 Being a By-law to Establish and Regulate the Fire Department.

EXECUTIVE SUMMARY

- Municipalities are legislatively required to develop and implement an Emergency Management Program and Emergency Plan.
- The Town's Emergency Management Program was recently reviewed and updated to reflect the Town's current emergency management procedures.
- Staff has consolidated the existing bylaws (136-2006, 147-2008, 025-2018) related to emergency management in to one.

Background

As outlined in the *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E9* and *Ontario Regulation 380/04* every municipality is required to develop and implement an Emergency Management Program and Emergency Plan. Municipal Councils are responsible for adopting applicable by-laws to meet legislative requirements.

Discussion

As part of a planned review of the Town's Emergency Management Program, all related documents were updated to reflect the Town's current emergency management procedures. Documents included: (a) Municipal Emergency Response Plan, (b)

Discussion

Emergency Management Program Committee Terms of Reference, (c) Hazard Identification Risk Assessment, and (d) Critical Infrastructure List.

Key Updates/Changes

- The Municipal Emergency Response Plan is listed as a schedule within the Emergency Management Program By-law which provides staff the flexibility to edit and update the plan as required.
- Implementation of the Incident Management System (IMS). This model provides a consistent structure that is scalable and interoperable with other levels of governments and organizations.
- Emergency management role updates – The Community Emergency Management Coordinator (CEMC) is now assigned to the Deputy Fire Chief of Staff to align with the organization structural of the Fire Management Team. The Fire Chief will be designated as the alternate CEMC.
- Staff Assignments - The composition of the Town's Emergency Management Program Committee (EMPC) and Municipal Emergency Control Group (MECG) has been updated to reflect the Town's organizational decision-making structure.

By-Law Consolidation

To provide greater flexibility when amending elements of the Town's emergency management program and ensuring the municipality meets provincial legislation requirements, staff has consolidated the existing bylaws (136-2006, 147-2008, 025-2018) related to emergency management in to one.

The new consolidated by-law includes the Town's revised Municipal Emergency Response Plan (MERP), which is attached as Schedule B to this report.

Conclusion

Staff will continue to examine further opportunities to improve the Town's emergency management program and ensure that the Town is prepared and resilient for any emergencies it may encounter.

Financial Impact

There are no financial implications resulting from the recommendations in this report.



Respectfully submitted,

Kristene Scott
Commissioner, Corporate Services

For questions, please contact: Peter Gatto, Fire Chief
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Attachments

- Appendix 1 - Emergency Management Program By-law 098-2024
- Schedule A - Emergency Management Program
- Schedule B - Municipal Emergency Response Plan (MERP)
- Schedule C - Emergency Management Program Committee Terms of Reference
- Appendix 2 - Amend By-law 026-2018 Being a By-law to Establish and Regulate the Fire Department

CAO Approval
Andrew M. Siltala
Chief Administrative Officer

Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississauga's of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.