

Report to Council

Report Title:	Emergency Management Hazard Identification and Risk Analysis and Critical Infrastructure		
Prepared By:	David Smith, Community Emergency Management Coordinator		
Department:	Emergency Management		
Date:	December 17, 2018		
Report Number:	CAO2018-18	File Number:	C11AD, P03
Attachments:	Municipality of Brockton Hazard Identification and Risk Analysis (HIRA) 2018 Municipality of Brockton Critical Infrastructure (CI) 2018		

Recommendation:

That the Council of the Municipality of Brockton hereby approves Report Number CAO2018-18 - Emergency Management Hazard Identification and Risk Analysis and Critical Infrastructure, prepared by David Smith, Community Emergency Management Coordinator and in doing so approves a review of computer requirements for all Primary Brockton Municipal Emergency Control Group and support staff in conjunction with the Emergency Plan review in 2019.

And further that the Municipality of Brockton Hazard Identification and Risk Analysis (HIRA) 2018 be approved and forwarded to the Office of the Fire Marshall and Emergency Management (OFMEM) Field Officer.

And further that the Municipality of Brockton Critical Infrastructure (CI) 2019 attached to this report be approved and forwarded to the Office of the Fire Marshall and Emergency Management (OFMEM) Field Officer.

Report:

Background:

This report is the 2018 Year-End summarizing work conducted in 2018 and projected for 2019. The report also deals with a number of administrative matters required as follows:

- a) Approval of the Hazard Identification and Risk Analysis (HIRA) as attached to this report.
- b) Approval of the Critical Infrastructure (CI) list as attached to this report.

Analysis:

Municipality of Brockton Emergency Management Program 2018

The Municipality of Brockton held its annual Emergency Management Exercise on Thursday, November 8, 2018.

In total, 15 municipal staff and supporting services/organizations participated on the exercise day. This total reflects Primary, Alternate and Support personnel from the Municipality, Ontario Provincial Police, and Grey Bruce Health Unit.

Training for 2018 concentrated primarily on information transfer, giving staff background information on various topics so as to improve their overall understanding of how various aspects of an emergency are dealt with by various organizations. Training topics included:

- a) Municipal 511/Responder 511
- b) County of Bruce Draft Emergency Communications Plan
- c) Provincial and Kincardine Nuclear Emergency Response Plan
- d) Incident Management/Incident Command System and Municipal Emergency Control Group
- e) WebEOC 8.3 hands-on-training

The 2018 Exercise required staff to assess the usefulness of the current Emergency Response Plan in responding to a tornado incident in Walkerton. Staff were requested to provide recommendations for improvements to the plan and other items/sections they would like to see in a new version.

Access to equipment, and in particular computers, is essential for managing any emergency event. Not all Primary, Alternate and Support staff have laptop computers. Considering that the primary Emergency Operations Centre is located at the Walkerton Fire Hall, the ability for staff to take their computers with them in the event of an emergency is essential. Laptops are also essential equipment for business continuity in the event that the Municipal Office becomes unusable for day-to-day business.

Recommendation: That Municipality of Brockton staff review the computer requirements for all Primary members and support staff of the Brockton Municipal Emergency Control Group in 2019 in conjunction with the plan review.

Hazard Identification and Risk Analysis (HIRA) 2018

Every municipality is required to identify and assess the hazards and risks to their municipality.

In order to verify compliance with this requirement of the Emergency Management and Civil Protection Act (EMCPA), Office of the Fire Marshall and Emergency Management (OFMEM) requests that a copy of the result of the municipal HIRA be submitted to/or reviewed by the Field Officer and that the methodology used to complete the HIRA addresses the questions posed by OFMEM.

The Municipality of Brockton's Hazard Identification and Risk Analysis (HIRA) is attached to this report for Council's review.

Recommendation: That the Brockton Hazard Identification and Risk Analysis (HIRA) 2018 be approved and forwarded to the Office of the Fire Marshall and Emergency Management (OFMEM) Field Officer.

Critical Infrastructure (CI) List 2018

Every municipality is required to identify facilities and other infrastructure that is at risk of being impacted by emergencies.

The CI List proposed is limited to the location of primary municipal services (water supply, sewage treatment, municipal facilities) and to those essential community/public services (groceries, fuel, banking). The Brockton CI list has been purposely kept short and limited.

In order to verify compliance with this requirement of the Emergency Management and Civil Protection Act (EMCPA), Office of the Fire Marshall and Emergency Management (OFMEM) requests that a copy of the municipal CI list be submitted and/or reviewed by the Field Officer.

The Municipality of Brockton's Critical Infrastructure (CI) List is attached to this report for Council's review.

Recommendation: That the Brockton Critical Infrastructure (CI) List 2018 be approved and forwarded to the Office of the Fire Marshall and Emergency Management (OFMEM) Field Officer.

Municipality of Brockton Emergency Management Program 2019

The Program for 2019 will center on the preparation of a new/revised Emergency Response Plan centred on the principle of the Incident Management System (IMS) and built on the principles in from the Canadian Standards Association Z16000-17 Standard.

The Brockton Community Emergency Management Coordinator (CEMC) will prepare a work plan for review by the Brockton Emergency Management Program Committee (BRK-EMPC) at the beginning of 2019. It is expected that a re-write of the plan will take the entirety of 2019 to complete.

The annual Emergency Preparedness Week will be held the week of May 6 to 19, 2019. As in 2018, for 2019 we will continue to concentrate on having municipal staff prepared with their own families in the event of a major emergency. If municipal staff are not ready to deal with a major emergency with their own families how can we expect them to report to work and help others?

We are also looking at the possibility of doing a presentation at the class level in a local school.

The Brockton Fire Department also actively promotes Emergency Preparedness throughout the year as part of their public outreach and education programs.

Sustainability Checklist:

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

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| • Do the recommendations help move the Municipality closer to its Vision? | N/A |
| • Do the recommendations contribute to achieving Cultural Vibrancy? | N/A |
| • Do the recommendations contribute to achieving Economic Prosperity? | N/A |
| • Do the recommendations contribute to Environmental Integrity? | N/A |
| • Do the recommendations contribute to the Social Equity? | N/A |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective?
N/A

Reviewed By:**Trish Serratore, Chief Financial Officer**

Respectfully Submitted by:

David Smith, Community Emergency Management Coordinator

Reviewed By:**Sonya Watson, Chief Administrative Officer**