

Report to Council

Report Title: Emergency Social Services Memorandum of Understanding

Prepared By: David Smith, CEMC

Department: Emergency Services

Date: April 13, 2021

Report Number: EM2021-01 **File Number:** C11EM, P03, L04

Attachments: Memorandum of Understanding

Recommendation:

That the Council of the Municipality of Brockton hereby accepts Report Number EM2021-01 – Emergency Social Services Memorandum of Understanding, prepared by David Smith CEMC, and further approves a by-law coming forward to authorize the signing of the Memorandum of Understanding for Emergency Social Services, as presented, between the Municipality of Brockton and the County of Bruce.

Report:

Background:

Emergency Social Services (E.S.S.) plans for and coordinates the delivery of services to address immediate and short term needs of residents who have been impacted by an emergency. Generally, these short-term services, roughly 72 hours or so in duration, are not only required to preserve the wellbeing of residents but to also help them get back on their feet. E.S.S. services are most commonly provided in a reception or evacuation centre - a safe place where people can go to receive food, clothing, shelter and information about the emergency etc.

There is no statutory requirement for the Municipality to provide E.S.S. If E.S.S. are to be offered however, it is up to the Municipality to determine what services would be offered; who would deliver the services; etc.

There is no statutory requirement for the Municipality to enter into a Memorandum of Understanding for E.S.S. with the County.

The municipalities in Bruce County have, in the past, had an unwritten understanding with the County of Bruce that in the event of a significant emergency the County would provide E.S.S. services. The County was of the opinion that a formalized understanding of the who, what, where, when, and how the E.S.S system will operate was critical to ensuring timely and appropriate delivery of services.

Analysis:

The MOU outlines the responsibilities of the County, the major arranger of services, and the Municipality.

The various E.S.S. will be delivered by the required organizations e.g. Canadian Red Cross Society (C.R.C.S.), St John Ambulance, County Human Services or the Municipality; all coordinated by a manager appointed by the County of Bruce.

While the E.S.S. are coordinated by the County, the manager appointed by the County answers to the Municipal Chief Administrative Officer and not to the County.

The need to activate the E.S.S. system, or parts of it, is determined by the Municipal Chief Administrative Officer and is based on the impact the emergency had on residents. The E.S.S. system would typically be activated only for Level 2 (over 25 persons impacted) and higher emergencies.

Costs incurred in the operation of E.S.S. are the responsibility of the Municipality. Costs are only incurred if the E.S.S. system is activated.

The County has entered into an agreement with the C.R.C.S. who will provide a major portion of the E.S.S.. The agreement includes the requirement to reimburse C.R.C.S. for costs incurred during their response.

At this time there is no intention by the County to recoup costs associated with the deployment of County staff for E.S.S.

Municipal staff will be required to fill a number of roles within the E.S.S. structure as outlined in the MOU

Municipal staff will be expected to participate in any training and/or exercises as arranged by the County.

Brockton will need to identify the staff that are to be trained to deliver the municipal services as delegated in the MOU. The required amount of staff time may vary year to year based on the training schedule. Training will be conducted by the County and other partners.

Brockton will be required to provide facilities for training and exercise. The municipal reception and evacuation centre would be suitable for these purposes.

Sustainability Checklist:

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

- | | |
|---|-----|
| • Do the recommendations help move the Municipality closer to its Vision? | Yes |
| • 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? | Yes |

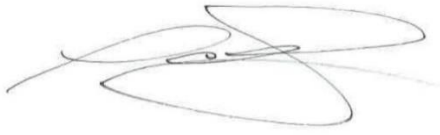
Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The MOU does not require Brockton to contribute/pay for services it does not use.

The County pays the current stand-by charge levied by C.R.C.S.

Reviewed By:

A handwritten signature in black ink, appearing to read 'Trish Serratore', with a stylized, looping flourish at the end.

Trish Serratore, Chief Financial Officer

Respectfully Submitted by:

David Smith

Brockton CEMC,

Reviewed By:

A handwritten signature in black ink, appearing to read 'Sonya Watson', with a long, sweeping horizontal line extending to the right.

Sonya Watson, Chief Administrative Officer