

Appendix B Report FIRE2017-001
MINUTES OF THE
COMMUNITY EMERGENCY MANAGEMENT PROGRAM COMMITTEE
Thursday, June 16, 2016
9:00 A.M.
OPP Detachment
3028 HWY 35, Lindsay

Present:

Ron Raymer	Deputy Fire Chief
Lyn Edwards	CEMPC Secretary
Cheri Davidson	Manager, Communications
Caroline Monsell	Training & Development Officer
Carrie Kish	Building & Property
Sgt Nicole Bird	CKL Police
Insp. Cathy Bell	CKL OPP
Donald MacDonald	CKL OPP
Iryna Shulyarenko	Kawartha Conservation
Richard Ovcharovich	HKPR Health Unit
Carol Chan	HKPR Health Unit

Regrets:

Ron Taylor	CAO
Mark Pankhurst	CEMC
Oliver Vigelius	Public Works
Gene Pugliese	Paramedic Superintendent
Janine Mitchell	Manager, Social Services
Brad Owens	Supervisor, Corporate Safety
Ann Overhoff	Ross Memorial Hospital
Alexandra Lawless	OFM & Emergency Management

1. Call to Order

The meeting was called to order at 9:09 a.m.

2. Adoption of the Agenda

The Agenda was approved as circulated.

3. Adoption of the Minutes

The minutes of April 21, 2016, were approved as circulated.

4. Review Task List

A) Emergency Plan

Ron explained that Emergency Management is transitioning to the Incident Management System (IMS) from traditional emergency plans. A new draft plan will be circulated to the committee for review and comment. Item will remain on the task list as item "A."

B) Departmental Plans

No Report. Ron will follow up on this. Item will remain on the task list as item, "B".

C) Training

No report. Item will remain on task list as Item, "C."

D) 2016 Emergency Exercise

The 2016 Emergency Exercise is scheduled for September 22, 2016. Item will remain on the task list as Item "D".

5. New Business

a. 2016 Emergency Exercise

The 2016 Emergency Exercise is scheduled for September 22, 2016. The Emergency Control Group will utilize the IMS for the exercise. Item will remain on the task list as item, "D".

b. Revisit Meeting Schedule for 2016

As the Annual Emergency Exercise is scheduled for September 22, 2016 the committee meeting of September 15, 2016 is cancelled. The next committee meeting will be November 17, 2016.

c. Review HIRA

The Community Risk Profile was reviewed. No changes were made.

d. Review Infrastructure Document

The Critical Infrastructure document was reviewed. A request was made to add addresses to the location column as well as add Ross Memorial Hospital to the document. Item will be added to the task list as Item, "E".

e. Review Draft Emergency Response Plan

The latest version of the draft plan will be circulated. Item is on the task list as Item, "A".

f. Other New Business

Ron stated he would like the Community Emergency Program Committee to receive the IMS 200 training in Early 2017. Training is on the task list as item, "C".

6. Round Table Discussion

Cheri reported the City is in the middle of Town Hall Meetings regarding the Core Service Review. She encouraged everyone to attend a meeting in their area. Council will be receiving deputations on June 27, 2016. Council will then deliberate.

Carol stated the Rapid Notifications System will be implemented in July.

Iryna indicated the flood season is over and the drought season has begun. Water levels are at level 1. The conservation authority will be working with water managers for education to the public. The drought conditions accelerate fire conditions.

7. 2016 Meeting Schedule

CEMPC meeting is scheduled for November 17, 2016.

8. Adjournment

The meeting was adjourned at 9:39 a.m.

COMMUNITY EMERGENCY MANAGEMENT PROGRAM COMMITTEE

TASK LIST RESULTING FROM MEETINGS

ITEM	TASK	RESPONSIBLE PARTY	STATUS
A	Emergency Plan	R. Raymer	Circulate to CEMPC
B	Departmental Plans	R. Raymer	Follow Up
C	Training	C. Monsell	Schedule PIO Training. Schedule IMS 200 for CEMPC
D	2016 Emergency Exercise	Ron Raymer	Scheduled for September 22, 2016.
E	Critical Infrastructure	Committee	Update Document