

Appendix D Report FIRE2017-001
MINUTES OF THE
COMMUNITY EMERGENCY MANAGEMENT PROGRAM COMMITTEE
Thursday, April 13, 2017
9:00 A.M.
CKL Police Community Services Room
6 Victoria Avenue North, Lindsay

Present:

Ron Taylor	CAO
Ron Raymer	Deputy Fire Chief
Lyn Edwards	CEMPC Secretary
Cheri Davidson	Manager, Communications
Gene Pugliese	Paramedic Superintendent
Jörg Peterson	Manager, Building & Property
Cathy Bell	Inspector CKL OPP
Matthew Stoner	CKL OPP
Iryna Shulyarenko	Kawartha Conservation
Lynne Frank	Manager Organizational Initiatives HKPR
Richard Ovcharovich	HKPR Health Unit
Carol Chan	HKPR Health Unit
Leanne Harding	Ross Memorial Hospital

Regrets:

Mark Pankhurst	CEMC
Oliver Vigelius	Manager West B, Public Works
Caroline Monsell	Training & Development Officer
Janine Mitchell	Human Services
Brad Owens	Supervisor, Corporate Safety
Insp. Will Herbert	CKL Police
Lisa Harvey	OFM & Emergency Management

1. **Call to Order**
The meeting was called to order at 9:03 a.m.
2. **Adoption of the Agenda**
The Agenda was approved as circulated.
3. **Adoption of the Minutes**
The minutes of November 17, 2016, were approved as circulated.
4. **Review Task List**

A) Emergency Plan

Suggestions have been received to be incorporated into the draft emergency plan. Iryna stated she felt there is some disconnect in the document regarding the CEMC and that the plan needs an explanation for CEMC. The Fire Service will submit the plan to Council for approval. Item will remain on the task list as item "A."

B) Departmental Plans

Departments are responsible for their own plans. Cheri stated the Emergency Information Plan will be an appendence to the Emergency Response Plan. Item will be removed from the task list.

C) Training

PIO training still needs to be scheduled. IMS 200 and 300 needs to be scheduled. A prerequisite to IMS 200 is going through IMS 100 on the OFEM website. Item will remain on task list as Item, "B."

D) Critical Infrastructure

An updated Critical Infrastructure document will be circulated for review at the next committee meeting.

Item will remain on the task list as Item, "C".

5. New Business

a. Addressed during the Review of Task List.

b. 2017 Emergency Exercise and Design

The OPP will take the lead in the planning and delivery of the 2017 training and exercise. An Active Assailant scenario will be used and will involve the School Board. The training and exercise will take place at the Cameron Training Centre during the week of May 15-19/2017. Chris Whaley from the Provincial Communications Field Support Bureau will be the trainer.

c. Other New Business - None

6. Round Table Discussion

Iryna stated this was one of the better years regarding flooding. Daily conference calls are taking place with the Trent Severn Waterway. Water levels are high but are going down. No flooding is expected. Water Safety warning is in effect as river banks are unsafe. There is a flood warning for Pigeon Lake outside of Kawartha Lakes. Communications went very well this year. Ron asked if drought conditions are expected this summer. Iryna stated there has been normal precipitation and ground water levels have increased from last fall. It is expected we will have a cooler June and July with a warmer August and September.

Cheri agreed that communications during the flooding season went well.

Ron Taylor stated he had received a lot of great feedback from the last emergency exercise. The IMS presentation was well received. An IMS based emergency plan is welcome. Mr. Taylor further stated that residents have been pleased with flooding communication.

Carol Chan reported the emergency plan for the Haliburton, Kawartha, Pine Ridge District Health Unit has been submitted to Ron Raymer.

Ron Raymer stated historically April 27 has been the latest date flooding has occurred. The snow pack is gone so we are in good shape.

7. Adjournment

The remainder of 2017 committee meetings are scheduled for May 18 and November 16. It is most likely the meeting of May 18 will be rescheduled due to the emergency training and exercise being scheduled for that week.

The meeting was adjourned at 9:37 a.m.

COMMUNITY EMERGENCY MANAGEMENT PROGRAM COMMITTEE

TASK LIST RESULTING FROM MEETINGS

ITEM	TASK	RESPONSIBLE PARTY	STATUS
A	Emergency Plan	R. Raymer	CEMPC to send Draft Plan to Council
B	Training	Ron & Cheri	Schedule PIO Training. Schedule IMS 200 & 300 for CEMPC and Outside Agencies
C	Critical Infrastructure	Ron	Circulate Updated Document for Committee Review