

**GREATER SUDBURY EMERGENCY MANAGEMENT PROGRAM COMMITTEE
MEETING MINUTES**

**Friday, February 23, 2007 • 9:00 a.m.
Council Chambers, Tom Davies Square**

Present:

Beadman, Tim - CGS Emergency Services
Blackwell, Rob - CGS Community Development
Bond, Judy - CGS Emergency Management - Recording Secretary
Brown, Tom - Ministry of Environment
Fortin, Lynn - CGS Emergency Management Div
Fournier, Jeff, Ontario Power Generation
Lamothe, Ghislain - CGS Corporate Communications and French Language Services
Males, Richard, Hydro One - Sudbury
Mazza, Liz - Greater Sudbury Police Services
McCowan, John - Northeast Mental Health Centre
Mehes, Tom - Chairperson - CVRD/ INCO Ltd.
Moskal, Jayne - Sudbury Regional Hospital
Nicholls, Joseph - CGS Emergency Medical Services
Nicole St. Marseille for Denomme, Larry - Laurentian University
Saal, Peter - USWA Local 6500
Sajatovic, Paul - Nickel District Conservation Authority
Trudel, Lousie - Red Cross

Regrets:

Browne, Tracey - Canadian Red Cross
Carey, Major Barbara - Salvation Army Centre
Charette, Nicole - Rainbow District School Board
Edwards, Jeff - Emergency Management Ontario
Etches, Dr. Vera - Sudbury & District Health Unit
Foucault, Monique - MOHLTC - CACC
Mangiardi, Bruno - CGS Information Technology
McInnes, Kelly - CBC Radio
Morgan, James - Canadian Blood Services
Morin, Jeannine, EMO
Neeley, Sharon - Northeast Mental Health Centre
O'Neil, Steven - MOHLTC - CACC
Sargent-Hamer, Pam - Northeastern Mental Health Centre
Schindeler, Lloy - North East Community Care Access Centre
Sutcliffe, Dr. Penny - Sudbury & District Health Unit
Tonelli, Marc - Union Gas
Vesterfelt, Art - Canadian National, Dangerous Commodities

Absent

Albert, Paul - Sudbury Catholic Separate School Board
Battison, Bill - CGS Emergency Management Div
Benkovich, Nick - CGS Water/Wastewater Services
Bocy, Mark - Rainbow District School Board
Bolduc, Bernard - Xstrata Nickel
Bonnis, Allen - Nickel District Conservation Authority
Braney, Danielle - CGS Solid Waste and Assets
Carter, Dave - Persona Communications
Chenier, John - Xstrata Nickel
Clausen, Greg - CGS Infrastructure
Clement, Marc - Hydro One
Collins, Wayne - Hydro One
Davidson, Ed - Canadian Blood Services
Derks, Joanne - Sudbury & District CISM

Dixon, Richard - CLELC Project Coordinator/ Sudbury Airport
 Evans, Susan - Greater Sudbury Police Services
 Falconi, Bob - CGS - Roads and Transportation
 Fortin, Bruce - Sudbury & District Health Unit
 Gardner, Ed - Sudbury & District Health Unit, Environmental Health
 Giannini, Ted - Canadian Red Cross
 Gibbons, Mary Beth - CGS Strategic Support Services
 Gordon, Margaret - N'Swakamok Native Friendship Centre
 Hayes, Lorella - CGS Finance
 King, Bridget - SDHU Health Committee Chair/ Food Security Network
 Lafleur, Gaston - Ministry of Labour
 Larsen, Stiig - Sudbury ARES
 Lavallie, Gary - Greater Sudbury Utilities
 Leduc, Marc- CGS Fire Services
 Maynard, Paul - Hydro One, Sudbury Customer Operations
 McCauley, Pat - CGS Corporate Communications and French Language Services
 Montpellier, Moe - CGS-IES Engineering Div
 Morgan, Linda - OSPCA
 O'Donnell, Bud - Sudbury & District Health Unit
 Oake, Geneva - Salvation Army
 Ojala, Doreen - Food Security Network
 Pelletier, Suzanne - Sudbury & District Health Unit
 Prechotko, Walter - CGS Fire Services
 Ranich, Dan - Bell Canada
 Schram, Marc - OPP North Bay - Dangerous Goods Unit
 Simeoni, Mark - CGS Planning & Development
 Spicer-Rodrigue, Jody - St. John's Ambulance
 Spina, Ron - Rainbow District School Board
 Stickles, Doug - Communications Advisor
 Stuckless, Sherri - USWA 2020
 Swain, Sharon - Red Cross, Community Health Services
 Theberge, Rick - Canadian National, Risk Management
 Vallee, Luisa - CGS Social Services
 Van Daele, Don - Union Gas
 Wilken, Michael - Canadian Pacific Railway - Dangerous Commodities & Emergency Response
 Wotton, James - Affinia Canada Corp.

1. **Previous meeting minutes corrections, approval – T. Mehes**
 Previous Minutes -November 24, 2006 approved as read, no changes. Remove “Draft” and post on website.

2. **Introduction/ welcome of new committee members - T. Mehes**
Jeff Edwards from EMO will be assuming the role of Field Officer for the Sudbury & Manitoulin Area until further notice.
Lloy Schindeler, Senior Director, Performance Management & Accountability with the North East Community Care Access Centre - replacing Karen Longlade on the committee.
Jeff Fournier, Public Relations Officer, with Ontario Power Generation, Evergreen Energy Division out of North Bay has requested to join our committee.

3. **Follow-up on previous meeting actions – T. Mehes**
Action:
 Lynn is to invite Hydro One and Greater Sudbury Hydro Plus to present as an educational component to be related to energy.
Response:
 Lynn has spoken to both and a spring 2007 presentation has been requested.

4. **Education Component - Dr. David Pearson, Professor of Earth Sciences - Laurentian University**
 Dr. Pearson's presentation is posted on the City of Greater Sudbury website for your review.

5. **EMO update** - Jeff Edwards, EMO Field Officer
Unfortunately Mr. Edwards was unable to attend however, the following update was submitted.

New Sector Boundaries & Names

As of January 1st 2007 EMO now has new geographic boundaries and names for its sectors. Sudbury is now part of the Killarney Sector, which includes all municipalities within the districts of Manitoulin, Sudbury, and Temiskaming. Killarney Sector falls within the North & East Area, which includes the sectors of Killarney, Amethyst, Seaway, Magnetewan, Albany, Capital, and Loyalist.

Each Sector now has a Field Officer (formerly called Community Officer). The Field Officer for the Killarney Sector is Jeannine Morin (Jeannine is temporarily away and Jeff Edwards and John Stothers are splitting Jeannine's duties. Sudbury will be working with Jeff for the immediate future).

Joint Emergency Preparedness Program

Municipalities will be learning this month whether or not their JEPP application will be approved. As per the usual time frame a call for new applications will be sent out to communities in July.

New Chief

EMO now had a new Chief who reports to the Commissioner of Community Safety. The Chief is Dan Hefkey who comes to EMO from the OPP. Most recently Dan was the commander of the OPP communications centre in Orillia.

Joint Emergency Management Steering (JEMS) Committee

EMO along with Indian and Northern Affairs Canada (INAC) and Mushkegowuk Tribal Council have combined efforts to ensure a safe, effective, and efficient response to any evacuations that may occur this spring along the James Bay coast due to flooding. To this end, a JEMS committee with membership from the 3 previously noted agencies has been established to oversee several working groups who will develop targeted standard emergency management guidelines and protocols that will be agreed upon and followed by all agencies involved in this spring's flood season. Some of the working groups include: Evacuation service standards, Emergency Management Program Development, Health Services, Host Community Accommodations, Transportation, Social Services & Education, and Animal Welfare. Sudbury may have been asked to attend a series of teleconferences hosted by INAC with regards to Host Community Accommodations. The timeline for this JEMS initiative is to be completed March 19th 2007, with minor concepts not being completed until the middle of April 07.

6. **Sub-Committee Reports**

A. **Public Awareness Program Committee – G. Lamothe**

- 1) **Emergency preparedness kit - Rainbow School Board project**
- School program designed to encourage children to assemble a Family Emergency Preparedness Kit at home
 - Targeted to Grade 2 (40 schools).
 - Program to be delivered twice weekly for four weeks during the month of April, leading to Emergency Preparedness Week/Education Week in May.
 - Link to curriculum is "literature".
 - Starts with reading a story.
 - Story followed by a group discussion following curriculum

guidelines. "Retell"...this story was about..."Relate"....this story reminds me of...."Reflect"....I wonder how we can be prepared in the future....

- Emergency Supply Kit. Will focus on a few key items: Water, Food, Radio, Flashlight, Batteries, Plastic Storage containers, Paper & Pencil, Emergency Contact Sheet, Bandages, Soap, Blankets/Sleeping Bags, Hat/Gloves/Scarves.
- Move to assembly of Family
- Children will complete the writing exercise on each design and will store the sheets in their envelop.
- The City will provide a design for classroom charts. Teachers will plot the progress of home assembly on the charts ("put your hand up if your Mom or Dad put a flashlight in your emergency kit at home.")
- Rainbow School Board to provide a letter to parents, explaining the program, goals and strategy, as a "shared writing" exercise in the classroom. The City will provide a complete list of items for a Family Emergency Supply Kit as an attachment to the letter.

2) My City newsletter

- As explained at the previous meeting, the City will be mailing a newsletter to every residence in Greater Sudbury. The first edition provided a winter preparedness message.
- I have provided a copy for every member in the room

3) Research program and gap analysis set for 2007.

B. Pandemic Critical Care Committee - PC3 - Dr. Vera Etches - SDHU
Unfortunately Dr. Etches was not available to attend however, the following update was submitted.

The Pandemic Clinical Care Committee has established two work groups in follow-up to outstanding issues identified at the December 5, 2006, "Operation Fluville" pandemic exercise. One is a work group that will further inter-agency communications protocols and processes. A second will carry forward more detailed planning related to Influenza Triage/Assessment/Alternative Care centres.

7. Emergency Management Activity Report – L. Fortin
L. Fortin's presentation is posted on the City of Greater Sudbury website for your review.

8. New Business
Jayne Moskal, HRSRH - provided a presentation on Sudbury Region Hospital Intranet website which was launched in the Summer of 2006.

Future Meeting Dates:

Friday, May 25, 2007 at 0900hrs in Council Chambers of Tom Davis Square
Friday, September 07, 2007 at 0900hrs in Council Chambers of Tom Davis Square
Friday, November 23, 2007 at 0900hrs in Council Chambers of Tom Davis Square