

GREATER SUDBURY EMERGENCY MANAGEMENT PROGRAM COMMITTEE MEETING MINUTES

**Thursday, June 9th, 2005 • 9:00 a.m.
Council Chambers, Tom Davies Square**

Present: Tom Mehes, Chair, Inco Limited
Tim Beadman, Director of Emergency Planning
Nicole Charette, Rainbow School Board
Peter Saal, USWA, Local 6500
Monique Foucault, Sudbury Central Ambulance Communications Centre
Jeff Edwards, Emergency Management Ontario
Joanne Derks, Critical Incident Stress Management
Donald Donaldson, CGS Fire Chief
Paul Sajatovic, Nickel District Conservation Authority
Joe Nicholls, CGS Emergency Medical Services
Mary Murdoch, CGS, Community Development and Social Policy
Ghislain Lamothe, CGS Corporate Communications
Larry Denomme, Laurentian University
Liz Mazza, Greater Sudbury Police Service
Bud O'Donnell, Sudbury and District Health Unit
Major Barbara Howells, Salvation Army
Major Walter Howells, Salvation Army
Stiig Larsen, ARES Ontario
Lynn Moulaison, Quality Service Review Officer, City of Greater Sudbury
Bev Oickle, Administrative Assistant, Emergency Planning

Introductions

1. Previous Minutes approved as read, no changes. Remove "Draft" and post on website.
2. Follow-up on Previous Meeting Actions – T. Mehes

No follow-up actions to report.

3. Education Component

T. Beadman provided an overview of the annual training exercise held on Tuesday, May 31st, 2005. WWP & Associates facilitated a training session in the morning followed by a table-top exercise in the afternoon.

The morning session consisted of a review of the roles and responsibilities of the Community Control Group (CCG), an explanation of the Business Cycle, EOC process and facility, and a video illustration showing the EOC process. Rick Sgabellone, an associate with Jim Stanton & Associates, provided a media training component.

Approximately 60 participants attended the morning training session.

The afternoon table-top exercise scenario was presented to the CCG. The CCG was then given inputs simulating changes and progressions of the emergency scenario. The exercise was designed to motivate the CCG members to think and act in a manner similar to how they would in an actual emergency.

T. Beadman commentated a brief video of the exercise.

WWP and Associations will submit a post-exercise report with observations, evaluations and recommendations by June 15th, 2005.

4. Emergency Management Ontario Update

Jeff Edwards, Community Officer, provided an update from Emergency Management Ontario:

- As of November 2004, Ontario municipalities were at 93% compliance with the Essential Level deadline of December 31st, 2004.
- January 1st, 2005 start of Enhanced Level
- Provincial Emergency Management Advisory Council (PEMAC) April 1st, 2005 met
- The four core components of emergency management are now changed to five with prevention and mitigation being split. The five core components are; prevention, mitigation, preparedness, response and recovery.
- Community Handbook and video are now available in both English and French versions.
- Incident Management System (IMS) implementation — unknown date, looking at possible time frame of December 2007.

5. Public Awareness Program Committee (PAPC)

Ghislain Lamothe, PAPC Chair, and Manager of Corporate Communications and French Language Services provided a presentation (copy posted on the Emergency Preparedness Section of the City's website).

Emergency Preparedness Week received very good media coverage.

Events included:

- media launch of Emergency Preparedness Week
- community-wide message boards
- launch of the City of Greater Sudbury's Emergency Preparedness website
- CBC & CBON Radio "Have it in the Bag!" trivia contest
- Fire Chief for the Day contest
- CSC and Libraries – Emergency Preparedness information displays
- Emergency Management Ontario's Commissioner J. Fantino visited the City of Greater Sudbury

Police Week "Building Safer Communities" with family focussed events at the Rainbow Centre was very successful.

G. Lamothe will meet with The Sudbury Star regarding deadlines for the Emergency Preparedness publication and email committee members regarding advertising deadlines.

b. Interoperability Sub-Committee, T. Beadman, Director of Emergency Planning

Mobile Command Unit Replacement

Target 2006 — no approvals for JEPP funding for this fiscal year. Will resubmit application for 2006/07.

Portable Radio Equipment

- On-scene communications equipment
- Possibility of industry support for purchase of equipment
- “suitcase model” for evacuation sites

JEPP Funding

Received approval for approximately \$200,000 for fiscal year 2005/06

- \$10,000 — generator for the EOC
- \$60,000 — EOC Equipment
- \$143,000 — CBRN equipment

c. Pandemic Operational Planning Committee, T. Beadman, Director of Emergency Planning

Goal is to formulate multi-disciplinary Plan coordinating Federal, Provincial, Health Unit and Municipal Plans.

City of Greater Sudbury and the Sudbury and District Health Unit will host a Community Planning Session on Wednesday, June 22 at the Lionel E. Lalonde Centre. Opportunity to educate agencies/stakeholders re: absenteeism, supply issues, etc.

Request to change the GSEMPC September meeting to October 13th, to give the Pandemic Operational Planning Committee working group time to have a Draft Plan ready to bring forward to the GSEMPC.

6. Emergency Management Activity Report Update, T. Beadman, Director of Emergency Planning

- Emergency Operations Centre Training
 - EOC Table-top Exercise
- Emergency Preparedness Week
- centre Lionel E. Lalonde Centre (new EOC) received Council approval
- Incident Management System (IMS)
 - multi-jurisdictional incident command systems model, our Plan will be developed around this system
- Enhanced program
 - main focus is the completion of the Communications Plan
- Evacuation Centres
 - Health and Social Services lead this project
 - develop reception centres throughout CGS (Rainbow Board, Dowling Leisure Centre, etc.)
- Emergency Guidebook publication (fall 2005)
- Departmental contingency plans
 - meetings with key stakeholders (ie. Water, IT, etc.)

**see presentation on the City's website for further details*

www.greatersudbury.ca/emergencypreparedness

New Business

A. Stephen, General Manager, Infrastructure and Emergency Services commented on Council's approval of the centre Lionel E. Lalonde Centre project. Will be the first of its kind in Ontario for protective services hosting Police Station 2, Emergency Medical Services Headquarters, Fire Services Headquarters, Primary EOC, Azilda Fire Station, and other agencies. Preliminary development time line will see the award of construction tender in the fall 2005.

January/February 2006 internal construction with the EMS building construction in 2006. Will be a state of the art facility with all three protective services under one roof.

J. Derks advised that Provincial CISM training will be held in Sudbury October 19 – 20th, 2005 (will provide a copy of registration information to the Committee)

B. Oickle, Recorder

Next Meeting:

Thursday, October 13th, 2005 at 9:00 a.m. in the Council Chambers