

Clause 19 in Report No. 1 of Committee of the Whole was adopted, without amendment, by the Council of The Regional Municipality of York at its meeting held on January 26, 2017.

19

Emergency Management Program Annual Compliance Review  
and Bylaw Revision - 2016

Committee of the Whole recommends adoption of the following recommendations contained in the report dated January 19, 2016 from the Chief Administrative Officer:

1. Council adopt this report as confirmation that York Region has completed all the necessary elements to achieve compliance with the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04.
2. The Regional Solicitor present a Bylaw to Council for adoption of the Emergency Management Program and amended Emergency Plan.
3. The Regional Clerk forward the Program Bylaw and Emergency Plan to the Chief, Office of the Fire Marshal and Emergency Management

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Report dated January 19, 2017 from the Chief Administrative Officer now follows:

1. Recommendations

It is recommended that:

1. Council adopt this report as confirmation that York Region has completed all the necessary elements to achieve compliance with the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04.
2. The Regional Solicitor present a Bylaw to Council for adoption of the Emergency Management Program and amended Emergency Plan.
3. The Regional Clerk forward the Program Bylaw and Emergency Plan to the Chief, Office of the Fire Marshal and Emergency Management

## 2. Purpose

This report provides an update to Council on the actions undertaken by York Region to comply with the annual requirements of the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04 in 2016, and recommends that the Regional Solicitor update the Program Bylaw to adopt changes to the York Region Emergency Plan.

## 3. Background

Legislation requires all municipalities and provincial ministries to develop and maintain an emergency management program

The *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04 requires all Ontario municipalities and provincial ministries to maintain an Emergency Management Program. There are a number of requirements of an Emergency Management Program but the key elements include an emergency plan, training and exercises, public education, Hazard Identification and Risk Assessment (HIRA) and identifying critical infrastructure (CI). These elements must be reviewed, tested or updated annually.

The Province provides oversight on an annual basis to ensure municipalities comply with the requirements and have demonstrated the competencies required to respond and recover from a major incident in the community. The Office of the Fire Marshal and Emergency Management (OFMEM) has developed an Annual Maintenance Checklist to assist municipalities in providing evidence of their annual compliance activities. The completed Emergency Management Program Annual Municipal Maintenance Checklist, and Emergency Management Program 2016 Statement of Completion signed by the Community Emergency Management Coordinator and Head of Council (Attachment 1) are then forwarded to Regional Council for information. A by-law adopting the Emergency Management Program and the Emergency Plan and Annexes is prepared.

York Region has consistently met regulatory compliance for its Emergency Management Program since the legislation came into effect on December 31, 2004.

#### 4. Analysis and Implications

York Region has met the required Emergency Management Program elements for 2016

Municipalities must conduct an annual review of their Emergency Management Program to ensure all mandatory activities have been completed. The supporting documentation is then submitted to OFMEM for review.

York Region has completed the Emergency Management Program elements as highlighted in this report and documented in Attachment 1, and will submit the Statement of Completion and Compliance Checklist to the Director, Emergency Management at the Office of the Fire Marshal and Emergency Management.

York Region partnered with the nine local municipalities to assess and rank existing and emerging hazards and threats

The foundation of an Emergency Management Program is the evaluation of hazards and associated risks that exist within a municipality's jurisdiction. The Hazard Identification and Risk Assessment (HIRA) is a document that identifies and ranks the hazards and risks within York Region and must be reviewed annually. York Region conducted a facilitated workshop to review and update its HIRA on September 7, 2016 in partnership with local municipalities and York Regional Police. The top hazards and risks faced by York Region are:

- Energy emergency (supply) impacting critical infrastructure
- Ice storms impacting critical infrastructure
- Tornado/Windstorms causing property damage, impacting critical infrastructure,
- Severe summer storms causing flooding, impacting critical infrastructure
- Hazardous materials incidents (rail or road) requiring evacuations
- A human health emergency
- Cyber attacks

York Region Critical Infrastructure has been reviewed and updated

Each municipality must identify its Critical Infrastructure within its jurisdiction as required by the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04. Critical Infrastructure is defined as those Regional assets such as water, waste water facilities and Paramedic stations, which are essential to meet vital human needs, sustain the economy, protect public health, safety and security, and maintain continuity and confidence in government.

Each year, York Region partners with all nine local municipalities to review and update the Critical Infrastructure database. York Region Data, Analytics and Visualization Services consolidate the updated database and provide maps identifying critical infrastructure to our municipal partners. The critical infrastructure data is made available to contributing stakeholders.

The Emergency Response Plan has been reviewed, tested and updated

Each municipality in Ontario must evaluate and update their emergency response plan annually. The plan outlines how it will respond to emergencies and the roles and responsibilities of the Regional Emergency Control Group (RECG). The RECG is comprised of senior management and selected regional staff. The legislation requires that the plan be enacted through Bylaw. The York Region Emergency Plan has been reviewed and updated by incorporating revisions from departments, York Regional Police and the Regional Fire Coordinator and is in compliance with this requirement.

The new Provincial recovery assistance program has reduced eligible uninsured costs from natural disasters to 3% of Own Purpose Taxation Levy

One notable change to the emergency response plan in 2016 is the Ontario Disaster Relief Assistance Program (ODRAP) has been replaced by the Municipal Disaster Recovery Assistance Program. Main changes include eligible uninsured costs incurred from natural disasters must be at least equal to three percent of a municipalities Own Purpose Taxation Levy. (ODRAP was 4%) A resolution of Council, initial claim, and required supporting documentation must be submitted within 120 calendar days from the onset of the disaster (ODRAP was 14 days). Municipal fund raising and the creation of a recovery committee is no longer required.

York Region collaborated with four local municipalities during our annual emergency exercise

Each municipality must conduct an annual emergency practice exercise to members of the RECG and other municipal staff as deemed appropriate by the municipality. These exercises are meant to test the emergency response plan and simulate potential events based on the hazards/risks to the Region. Participants respond to simulated inputs so that in a real event the Region is more fully prepared. This year's exercise, "STOPPED WATER" took place on June 2, 2016 involving the Regional Emergency Control Group and the Municipal Emergency Control Groups from the Township of King, the Towns of East Gwillimbury, Georgina and Whitchurch-Stouffville.

Exercise "STOPPED WATER" simulated a disruption to the Region's water and wastewater treatment infrastructure. The exercise focused on crisis and consequence management functions within the Regional Emergency Operations Center (REOC) and local municipal Emergency Operations Centres (EOCs). Exercise participants focused on the core concepts of the Incident Management System (IMS), incident action planning and communications between the EOCs. The exercise also included participation from local Non-Government Organizations including the Red Cross, Salvation Army, St John Ambulance, Ontario Society for Prevention of Cruelty to Animals and utilities including PowerStream.

Emergency Management partnered with all nine local municipalities, York Regional Police and Non-Governmental Organizations to provide training

Legislation requires municipal emergency control groups receive a minimum of four hours of training per year. On November 18, 2016, York Region partnered with all nine local municipalities, York Regional Police and Non-Governmental Organizations to conduct an all-day inter-municipal emergency training and education conference for over 200 attendees, exceeding minimum requirements. The day included an emergency exercise scenario, presentations and lessons learned from a diverse group of professionals.

York Region Emergency Management Program also continues to provide training to staff and community stakeholders in partnership with OFMEM and the Justice Institute of British Columbia (JIBC).

York Region also cooperates with the Office of the Fire Marshal and Emergency Management to support provincial collaboration in Training and Education and other policy areas.

In 2016, Emergency Management trained over 225 staff and community partners. A total of 12 classroom based courses were offered ranging from introductory half-day emergency management courses to multi-day certificate courses.

The Public Education and Awareness Program directly delivered a range of activities to over 3700 residents in 2016

The Public Education and Awareness Program includes public education on risks to public safety and on personal preparedness for emergencies.

Emergency Preparedness Week was held from May 2-6, 2016 and included numerous activities involving community and staff outreach. York Region partnered with internal departments and community partners to host the fifth annual Emergency Preparedness Fair on May 4, 2016 at the Regional Administrative Centre. It was attended by over 300 Regional employees and local residents and included participation from; York Regional Police, Paramedic Services, Public Health, Central York Fire Service, Conservation Authorities, Non-Government Organizations and Utilities. Work in 2016 also included the delivery of the Emergency Preparedness Program to approximately 2100 Grade 5 students through the Community Safety Village.

In addition to the activities noted above, York Region Emergency Management hosted four themed workshops that included participation from over 160 staff, local emergency management professionals and first responders. They included:

1. **Ottawa Parliament Hill Shooting Workshop** – highlighting the response and recovery efforts following the parliament shooting
2. **Transport Canada Security and Emergency Preparedness Workshop** – providing insight into the changes to transporting dangerous goods in Canada following the Lac-Mégantic disaster
3. **Emergency Evacuation Procedures for those People with Disabilities Workshop** – learning from case studies on how a long term care facility in Durham Region and northern Ontario native communities were evacuated and managed.
4. **Severe Weather Forecasting Workshop** – demonstrating how the Conservation Authorities and Environment Canada forecast and communicate severe weather.

As part of the public education program, Emergency Management in partnership with all nine local municipalities, continues to promote personal emergency preparedness through distribution of the Emergency Preparedness Guide Book. The guide book is also available digitally through the regional website and portal.

Link to key Council-approved plans

The Emergency Management Program supports the Strategic Priority area to Provide Responsive and Efficient Public Service in the 2015 to 2019 Strategic Plan. In addition, the program supports the Vision 2051 goal area -A Place Where Everyone Can Thrive, through promoting safe and secure communities. The Emergency Management Program protects public safety and creates disaster-resilient communities.

## 5. Financial Considerations

Costs associated with implementing the York Region Emergency Management Program initiatives and meeting legislated compliance were included in the 2016 operating budget.

## 6. Local Municipal Impact

The key to success in emergency management is our partnerships with the local municipalities and key stakeholders. In 2016, York Region partnered with municipalities in updating the HIRA, reviewing the Critical Infrastructure database, collaborating in emergency exercises and training, and offering the Emergency Preparedness Guidebook to residents.

## 7. Conclusion

The *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04 requires municipalities to develop and implement an Emergency Management Program including the Emergency Plan by Council Bylaw. The Office of the Fire Marshal and Emergency Management of Ontario has received documentation confirming York Region has completed all the necessary elements to achieve compliance with the Emergency Management and Civil Protection Act and Ontario Regulation 380/04. York Region has met compliance for our Emergency Management Program since the Act and Regulations came into effect on December 31, 2004.

Emergency Management Program Annual Compliance Review and Bylaw  
Revision - 2016

The Region will continue to play a key role and partner with stakeholders and the local municipalities to help ensure emergency management capacity through a collaborative emergency management program.

For more information on this report, please contact Morris Faccin, Manager, Emergency Management at ext.71212.

The Senior Management Group has reviewed this report.

January 19, 2017

Attachments (1)

7228758

Accessible formats or communication supports are available upon request



# Emergency Management Program Annual Statement of Completion 2016



**Municipality:** Regional Municipality of York

**Verification:**

- Please attach your completed "Municipal Annual Maintenance Checklist" and have officials sign below as indicated.

**We**, the undersigned, declare that the Regional Municipality of York has completed all of the necessary requirements of the Emergency Management and Civil Protection Act RSO 1990 and Ontario Regulation 380/04.

*Morris Jacini*  
 Community Emergency  
 Management Coordinator

Nov 30, 2016  
 Date

*Wayne Cameron*  
 Head of Council

Nov 30 2016  
 Date

**OFMEM Use Only:**

Data verified by: *[Signature]*

Date: Nov 30/16

Head Office receipt: \_\_\_\_\_

Date: \_\_\_\_\_

Form C-2-16

**ANNUAL MUNICIPAL MAINTENANCE CHECKLIST  
2016**

**NAME OF COMMUNITY: The Regional Municipality of York**







**Date submitted:**

Please submit all requested documentation below to the Office of the Fire Marshal and Emergency Management (OFMEM) by email at [OFMEM-FAS-AA@ontario.ca](mailto:OFMEM-FAS-AA@ontario.ca) or via mail to the following address:

Director, Emergency Management  
Office of the Fire Marshal and Emergency Management  
25 Morton Shulman Avenue, 5<sup>th</sup> floor  
Toronto ON, M3M 0B1

The following information is required by the OFMEM to document compliance.

Documentation  
in Compliance  
Binder

<p><b>CEMC DESIGNATION AND TRAINING</b> Please provide:</p> <p>1. Names of the primary and alternate CEMC's as well as their email and 24/7 phone number</p> <p>2. Date of completion for required training (<b>optional for alternates</b>), including:</p> <ul style="list-style-type: none"> <li>• EM 200 (Basic Emergency Management)</li> <li>• EM 300 (CEMC Course)</li> <li>• EM 240 (Note Taking Course)</li> <li>• IMS 100 (Introduction to IMS)</li> <li>• IMS 200 (Basic IMS)</li> </ul> <p>See O. Reg. 380/04 Part II Section 10 paras 1 – 4 and Fire Marshal &amp; Chief, Emergency Management Guidance: 2015-01-08 (O. Reg 380/04 Training Requirements)</p>	Primary CEMC	Name: Morris Faccin Email: morris.faccin@york.ca Phone: 905 830-4444 ext. 71212 Cell: 905 955-2796	
	Date designated by municipality Bylaw/Resolution number if applicable.	Date: Bylaw A-0356-2004-101, December 16, 2004 <i>updated Jan. 26, 2016</i>	
	Trained?	Yes No Date (if yes)	
	EM 200	<input checked="" type="checkbox"/> <input type="checkbox"/> BEM Instructor Sept. 25, 2006	
	EM 300	<input checked="" type="checkbox"/> <input type="checkbox"/> May 16, 2006	
	EM 240	<input checked="" type="checkbox"/> <input type="checkbox"/> Nov. 5, 2015	
	IMS 100	<input checked="" type="checkbox"/> <input type="checkbox"/> May 28, 2009	
IMS 200	<input checked="" type="checkbox"/> <input type="checkbox"/> Sept. 27, 2015		
1 <sup>st</sup> Alternate	Name: Guy Hall Email: guy.hall@york.ca Phone: 905 830-4444 ext. 71214		
Trained?	Yes No Date (if yes)		
EM 200	<input checked="" type="checkbox"/> <input type="checkbox"/> BEM Train the Trainer Jan. 13-15/04		
EM 300	<input checked="" type="checkbox"/> <input type="checkbox"/> CEMC June 24, 2005		
EM 240	<input checked="" type="checkbox"/> <input type="checkbox"/> Nov 8, 2016		
IMS 100	<input checked="" type="checkbox"/> <input type="checkbox"/> May 28, 2009		
IMS 200	<input checked="" type="checkbox"/> <input type="checkbox"/> Aug. 14, 2012		
2 <sup>nd</sup> Alternate	Name: Gregory Stasyna Email: Gregory.stasyna@york.ca Phone: 905 830-4444 ext. 71229		

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	Trained?	Yes	No	Date (if yes)	
	EM 200	<input checked="" type="checkbox"/>	<input type="checkbox"/>	BEM Instructor Jan. 20, 2004	TG
	EM 300	<input checked="" type="checkbox"/>	<input type="checkbox"/>	CEMC June 16, 2006	
	EM 240	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Nov 8, 2016	
	IMS 100	<input checked="" type="checkbox"/>	<input type="checkbox"/>	August 10, 2009	
	IMS 200	<input checked="" type="checkbox"/>	<input type="checkbox"/>	May 1, 2009	
<b>EMERGENCY MANAGEMENT PROGRAM COMMITTEE</b> Please provide:	Names and positions of committee members	1. Executive Director, Strategies and Initiatives (Chair) 2. Manager, Emergency Management			TG
1. List(or attach a list) of committee members names and positions,	Has Chair been appointed by Council?	Yes	No	Date (if yes)	Ka
2. Has Chair been appointed by Council?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	March 23, 2006	
3. Does Committee membership meet the requirements of Sentences 11.(2) and (3)? (CEMC and Senior Municipal Official)	Membership requirements met?	Yes	No	Date (if yes)	TG <i>also Interdepartmental Advisory Committee</i>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	March 23, 2006	
4. The dates on which the committee met, and	Dates of Meetings	January 29, 2016 April 22, 2016 October 14, 2016 November 15, 2016 December 9, 2016			TG
5. Has the committee submitted a report to council?	Report to Council? Or minutes sent to Council?	Yes	No	If yes, attach copy of report/minutes. (January 2017)	TG
See O. Reg. 380/04 Part II Section 11					

<b>The following information is required by the OFMEM to document compliance.</b>	<b>Documentation in Compliance Binder</b>
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<b>PROGRAM BY-LAW</b> Please provide:  1. Date the current by-law was passed and by-law number (the municipality may have one bylaw adopting both the Emergency Plan and Program together or they may have two separate bylaws), and  2. If the by-law has been amended or replaced, please provide a copy of the new version to OFMEM  See EMCPA 2.1 (1)	Date and Number	January 21, 2016 Bylaw 2016-1	
	If by-law has been amended or replaced; has a copy been provided to OFMEM?	Yes    No <input checked="" type="checkbox"/> <input type="checkbox"/>  New Bylaw anticipated January 2017.	
<b>HAZARD IDENTIFICATION AND RISK ASSESSMENT (HIRA)</b> Please confirm:  1. The date on which the HIRA was reviewed by the Program Committee and  2. If the HIRA has been updated or amended, please provide a copy to OFMEM  See EMCPA 2.1 (3 – 8 inclusive)	On what date was the HIRA reviewed by Program Committee?	Review Date: Sept. 7, 2016 HIRA workshop Reviewers: Region of York staff, York Regional Police and local municipalities including, <input checked="" type="checkbox"/> Town of Aurora <input checked="" type="checkbox"/> Town of East Gwillimbury <input checked="" type="checkbox"/> Town of Georgina <input checked="" type="checkbox"/> Township of King <input checked="" type="checkbox"/> City of Markham <input checked="" type="checkbox"/> Town of Newmarket <input checked="" type="checkbox"/> Town of Richmond Hill <input checked="" type="checkbox"/> City of Vaughan <input checked="" type="checkbox"/> Town of Whitchurch-Stouffville Updated HIRA report circulated to local municipalities on November 16, 2016	
	If HIRA was amended or updated, has a copy been provided to OFMEM?	Yes    No <input checked="" type="checkbox"/> <input type="checkbox"/> A copy is available for review by the Field Officer or OFMEM upon request.	





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<p><b>EMERGENCY RESPONSE PLAN</b> Please provide:</p> <p>1. Date the current by-law was passed and by-law number (the municipality may have one bylaw adopting both the Emergency Plan and Program together or they may have two separate bylaws),</p> <p>2. Confirmation that the plan assigns responsibilities to municipal employees for the implementation of the plan,</p> <p>3. Confirmation that the plan contains notification procedures,</p> <p>4. Confirmation that the plan governs the provision of necessary services during an emergency,</p> <p>5. Confirmation that the plan governs the procedures for an emergency response,</p> <p>6. The date that the plan was reviewed by Program Committee, and</p> <p>7. If amended, submit a copy of the revised plan, and a copy of the current by-law to OFMEM</p> <p>See EMCPA Section 3 all and EMCPA Section 14 all Also O. Reg. 380/04 Part II Section 15</p>	<p>What is the number and date of approval of Plan Bylaw?</p>	<p>Number 2016-1</p>	<p>Date January 21, 2106</p>		
	<p>Does the plan assign responsibilities to municipal employees for the implementation of the plan?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>			
	<p>Does the plan contain notification procedures?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>			
	<p>Does the plan govern the provision of necessary services during an emergency?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>			
	<p>Does the plan govern the procedures for an emergency response?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>			
	<p>Date that plan was reviewed.</p>	<p>Date: The 2016 Emergency Response Plan was reviewed and updated in Q4 and will be approved by Regional Council in January 2017.</p>			
	<p>If plan was amended, has a copy of the new approved plan and by-law been forwarded to OFMEM?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> A copy of the plan will be forwarded to the Chief, OFMEM.</p>			


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<p><b>EMERGENCY OPERATIONS CENTRE (EOC)</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. The location/address and contact information (telephone, facsimile, email) of the designated EOC, and alternate locations, and</li> <li>2. Confirmation that the EOC has appropriate communications equipment</li> </ol> <p>See O. Reg. 380/04 Part II Section 13.(1) and (2) and CEMC Handbook</p>	<p>Location/ address of EOC and alternate locations(s)</p>	<p><b>Primary REOC:</b> York Region Administration Building 17250 Yonge Street, Newmarket</p> <p><b>Alternate REOC:</b> 80 Bales Road E., Town of East Gwillimbury</p>	
<p><b>CRITICAL INFRASTRUCTURE (CI) LIST</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. The date on which the CI list was reviewed by the Program Committee, and</li> <li>2. If the CI list has been amended, a copy of the revised CI list.</li> </ol> <p>See EMCPA Section 2.1 (3)</p>	<p>Date that CI list was reviewed.</p>	<p>October 4, 2016 workshop, Nov 4, 2016 deadline.</p>	
	<p>Who reviewed the CI list?</p>	<p>York Region has a CI database that includes all 9 local municipalities. The CI was reviewed by regional departmental staff, CEMC's from the 9 local municipalities and York Regional Police.</p>	
	<p>If CI list has been amended, has a copy been provided to OFMEM and on what date?</p>	<p>The updated CI database and maps has been distributed to all stakeholders on November 30, 2016. It remains confidential, but available for review by the Field Officer upon request.</p>	

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<p><b>MECG ANNUAL TRAINING</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. Date of training,</li> <li>2. Type of training conducted, and</li> <li>3. List of attendees</li> </ol> <p>See EMCPA Section 2.1 (2)(b) Also EMCPA Section 3.5 Also O. Reg. 380/04 Part II Section 12 (3) Also Fire Marshal &amp; Chief, Emergency Management Guidance: 2015-01-08 (O. Reg 380/04 Training Requirements).</p> <p><b>If Note Taking and Continuity of Operations training was not done in 2015 it must be done in 2016.</b></p>	<p>Date(s) of Training: Nov 18, 2016</p> <p>Description of training (must last at least 4 hours)</p> <p>List of attendees, names and positions</p>	<p><b>Inter-Municipal Emergency Training and Education Conference</b></p> <p>A one day Conference focusing on Communications and Transportation of Dangerous Goods. Presentations from:</p> <ul style="list-style-type: none"> <li>• Ross Nichols - OFMEM,</li> <li>• Laurie Pierce - JIBC,</li> <li>• Dave Slauson – CN Rail,</li> <li>• Benoit Ramacker-Strategic Spokeperson-2015 Belgium shootings.</li> <li>• Participants engaged in an Interactive social media crisis communications exercise facilitated by Martin Waxman.</li> </ul> <p>Over 200 attendees in total</p> <p>Attendees included the MECGs from:</p> <ul style="list-style-type: none"> <li>• York Region</li> <li>• City of Markham</li> <li>• Town of Richmond Hill</li> <li>• City of Vaughan</li> <li>• Town of Aurora</li> <li>• Town of Newmarket</li> <li>• Town of Whitchurch-Stouffville</li> <li>• Township of King</li> <li>• Town of East Gwillimbury</li> <li>• Town of Georgina</li> </ul> <p>Other participants included:</p> <ul style="list-style-type: none"> <li>• York Regional Police</li> <li>• Canadian Red Cross</li> <li>• St. Johns Ambulance</li> <li>• York Region ARES</li> <li>• MMAH</li> </ul>	
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<p><b>MECG ANNUAL EXERCISE</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. Date of the exercise,</li> <li>2. Type of exercise conducted,</li> <li>3. Aim of the exercise,</li> <li>4. List of participants, (names and positions),</li> <li>5. Findings of evaluators, and</li> <li>6. Corrective Actions proposed based on findings of the evaluators.</li> </ol> <p>See EMCPA Section 3(5) Also O. Reg. 380/04 Part II Section 12(6) and CEMC Handbook</p>	Date of Exercise	June 2, 2016	
	Type of Exercise	Functional based exercise.	
	Aim of exercise	Communications between local municipalities.	
	List of participants	Regional Emergency Control Group members & senior staff Township of King Municipal Emergency Control Group members & senior staff Town of East Gwillimbury Emergency Control Group members & senior staff Town of Whitchurch-Stouffville Emergency Control Group members & senior staff Town of Georgiana Emergency Control Group members & senior staff York Region Accessibility Advisory Committee York Regional Police	
	Findings	Copy of After-Action Report distributed to exercise participants (attached).	
	Corrective Actions proposed	Implement recommendations from the After-Action Report. Explore options in 2017 work plan.	
	<p><b>EMERGENCY INFORMATION OFFICER (EIO)</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. The name of the Emergency Information Officer designated by Council.</li> </ol> <p>See O. Reg. Part II Section 14 all</p>	Name of EIO	Director of York Region Corporate Communications

The following information is required by the OFMEM to document compliance.	Documentation in Compliance Binder
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<p><b>PUBLIC EDUCATION</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. A description of the Public Education activities conducted by the municipality, and</li> <li>2. Copies of any Public Information materials distributed or utilized.</li> </ol> <p>See EMCPA 2.1(2) (c)</p>	<p>Brief description of Public Education Program</p>	<ul style="list-style-type: none"> <li>• Intro to Incident Management System (Mar. 16, June 29, 2016)</li> <li>• Intro to Emergency Management (Feb. 10/16)</li> <li>• Intro to Emergency Operations Center (Apr. 13, June 30, 2016)</li> <li>• YR Emergency Preparedness Week Activities: Lunch Education Session, Quiz, Fair, Passports, Ballots, on-line survey (May 1-7/16)</li> <li>• Emerg. Info. Management – SCRIBE (May 10/16)</li> <li>• Personal Emergency Preparedness – elementary students (Jan-March &amp; Nov.-Dec., 2016)</li> <li>• Ottawa Parliament Shooting Workshop (March 23, 2016)</li> <li>• Transport Canada Security and EP Workshop (June 28, 2016)</li> <li>• People with Disabilities Workshop (Sept. 16, 2016)</li> <li>• Severe Weather Workshop (Dec. 16, 2016)</li> </ul>	
<p><b>ANNUAL REVIEW</b> Please provide:</p> <ol style="list-style-type: none"> <li>1. Date of Annual Review, and</li> <li>2. A signed original copy of the "Emergency Management Program Statement of Completion" form and "Annual Municipal Maintenance Checklist".</li> </ol> <p>See O. Reg. 380/04 Part II Section 11(6)</p>	<p>Date of Annual Program review by Program Committee</p> <hr/> <p>Date Annual Forms submitted to OFMEM</p>	<p>November 15, 2016</p> <hr/> <p>January 2017 <i>once signed by chair (CFO)</i> November 30, 2016</p>	