



Minutes of the Program Committee Meeting/Training Session

Thursday September 21, 2017 7 p.m. @Township Office

Participants:

CAO Holly Hayes, CEMC Brian Ackney, CEMC Alternate Tracy Cannon, EMO Field Officer Philippe Geoffrion, Deputy Clerk Carla Gatley, Fire Chief John Stubbs, Works Superintendent Dave Gatley, Councillors John Brown, Joe Florent, Sandra Collins, Dave Harper, Bill Rodnick and Richard Shalla.

Absent with regrets: Mayor Jane Dumas, Fire Chief Aurel Thom, Georgina Bresnahan-Whitney Public School.

7:00 CAO Holly Hayes called the meeting to order. Welcome and Introductions.

7:01 CEMC Ackney thanked the group for attending and welcomed two new members(Holly Hayes, Sandra Collins) to their first EMO meeting.

7:05 CEMC Ackney introduced EMO Field Officer Philippe Geoffrion who provided an update from Emergency Management Ontario (OFMEM).The following information was provided:

- Next Sector meeting for Capital Sector will be October 4th in Ottawa.
- A new system will be introduced shortly for municipalities to submit their EMO programs electronically for annual verification. Details forthcoming to all CEMC's.
- EMO training requirements remain the same as last year. BEM courses are available this October and November. Municipal Control Group training of 4 hours minimum remains. Mr. Geoffrion told CEMC Ackney that today's training qualifies as 1.5 hours training and that the municipality will have to complete another 2.5 hours of training for the MCG and must complete the annual exercise before December 31st to be program compliant.
- Field Officer Geoffrion will meet with the CAO and CEMC on October 5th with EMO updates and perform program review.
- Mr. Geoffrion will be unable to attend South Algonquin's annual emergency exercise in October as he is instructing an IMS 250 Course elsewhere in the Capital Sector at this time.
- OFMEM has developed resources for municipalities in the development of Social Media policy and will provide the CEMC with information on the proper use of social media in emergencies.
- Field Officer Geoffrion also provided a review of the spring flooding that occurred in Renfrew County, Ottawa and Clarence-Rockland this past spring. A discussion on assisting persons with secondary residents affected by flooding was undertaken. Advice on the response to hazmat incidents and the emerging threat of grow-ops and drug- labs was also provided by Mr. Geoffrion throughout the evening.

7:25 CEMC Ackney informed the committee of the training and program requirements for 2017 and invited everyone to the annual emergency exercise on October 10th at 7 pm. The 2017 Hazard Identification & Risk Assessment was completed and the municipal Risk Profile was presented.

7:40 The committee heard updates from the various Stakeholders and program partners. The following information was presented:

- Works Superintendent Dave Gatley provided comments on the spring flooding in South Algonquin and provided the committee with information on the emergency generator for the Madawaska Municipal Complex. The 100kw diesel generator will be tendered soon.
- Fire Chief John Stubbs highlighted a quiet year for fire responses with low call volumes and mentioned how difficult it is to recruit new members to the fire service.
- CEMC Ackney informed Field Officer Geoffrion that the Madawaska and Whitney Public Schools were closed and that the Public School Board now operates out of the Catholic School Building in Whitney. Efforts are underway to update the school emergency plans for both Boards following this amalgamation. Principal Jessica Poff will be attending the annual exercise in October on behalf of her school board, while Stephen Tod is the EM contact for the Catholic Board.
- CEMC Ackney praised the efforts of the members of the Spring Freshet Group led by the Bancroft District MNR. Fourteen tele-conferences were held to ensure proper water management in our region this past spring.

7:42 Hazardous Materials Training. Duration 30 minutes. CEMC Ackney instructed the group on the Transport Canada Emergency Response Guide Book and provided response guidelines to Hazmat incidents.

8:12 Training Video: Anhydrous Ammonia response. Duration- 6 minutes. Dash-cam video and audio of an Illinois State Trooper injured while responding to an accident in a rural area. Proper response actions were provided based on the video.

8:18 Training Session-Grow-Ops and Clandestine Drug Labs. Duration=50 minutes. Ministry of Labour Guidance Notes from the OFM and EMS Section 21 Committees provided the authority for the requirement for First Responders to develop Standard Operating Procedures for responding to Grow-Ops and Drug Labs. A 17 minute video produced by the RCMP (in association with the Ontario Police College) was shown to the Committee highlighting the impacts these labs have on the community.

9:07 New Business: Annual Table-top emergency exercise scheduled for October 10, 2017 at 7 pm at the municipal office.

9:10 Adjournment.

Prepared by: CEMC Brian Ackney.