

| Type of Decision   |                       |                  |  |    |                 |                    |      |  |        |
|--|-----------------------|------------------|--|----|-----------------|--------------------|------|--|--------|
| Meeting Date   | Friday, July 18, 2013 |                  |  |    | Report Date     | Monday, July-08-13 |      |  |        |
| Decision Required  | X                     | Yes              |  | No | Priority        | X                  | High |  | Low    |
| Direction  | x                     | Information Only |  |    | Type of Meeting | X                  | Open |  | Closed |
| REPORT TITLE   |                       |                  |  |    |                 |                    |      |  |        |
| Review of Emergency Management Plan and Program Report – 18/07/13/1205 |                       |                  |  |    |                 |                    |      |  |        |

Subject: Annual review of Emergency Management Plan and Program.

**RECOMMENDATION:** That Council pass the attached resolution approving the current Emergency Management Plan and Program.

**BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby declare that the current emergency management plan dated October 2012 be approved.

**BACKGROUND/EXECUTIVE SUMMARY:** The municipal Emergency Management plan and program is legislated to be reviewed annually.

Please see Gayle's schedule attached. Some of these requirements have been met and do not have to be met each year; others require annual renewal.

The current plan seems adequate. Staff has attempted to estimate the increase in population during the summer season considering the vacationers at Driftwood and area campgrounds. We estimate increased population at any given time to up to 800 using estimates of a total of 310 sites from all 5 parks and an average of 2.5 persons per site rounded up to compensate for cottages not counted.  
(Estimates used - DW – 90; MM – 70; PV – 50; LV – 50; AKL – 50;)

Depending on the type and location of any event – that could seriously compound existing challenges with identifying and evacuating people. Serious consideration should be given to working with individual campgrounds to work on an evacuation/identification plan. We are aware that in most cases, any event would likely only affect one park unless you consider the Driftwood bay with Pine Valley, Morning Mist and Driftwood. Those numbers alone could increase our population by over 500 people depending on the date and time.

Aside from modifying the number for our seasonal population and removing references to Ottawa Valley Rail and Railink the plan is virtually unchanged.

Perhaps our training and exercise for 2013 could include creating individual plans for campgrounds.

Please advise any amendments which you feel are required for future consideration.

The program part of our review includes training and exercises. Gayle has scheduled training for emergency operations centre volunteers and the Community Control Group for October.

Options/Considerations: The plan has been reviewed and updated annually since its inception. Sections have been removed simply because they do not apply to our situation. We are very much aware of our unique circumstances and have made as many amendments as possible to still meet the mandated requirements yet have something that is workable.

Amendments to consider seasonal populations might be required at this point.

Policy Impact: None, we are allowed and required to adapt our plan as necessary and as new challenges arise.

Others Consulted: Gayle Watters

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk

*Melinda Reith*