

Provincial Emergency Management Advisory Council

Minutes of the Second Annual Meeting



Date: Friday, April 2, 2004

Location: MacDonald Block, 900 Bay Street, Toronto

Attendees:

Neil McKerrell (Chair) Chief, Emergency Management Ontario (EMO)
 Michael Morton (Secretary)..... Community Programs Officer, EMO
 Gary Bragagnolo Ministry of Health and Long-Term Care (MOH)
 Pat Burke SW Area Emergency Management Advisory Council
 John Coupland NW Area Emergency Management Advisory Council
 Lester Cudmore NE Area Emergency Management Advisory Council
 Ella Davidson Volunteer Liaison
 Jodi DeNoble SE Area Emergency Management Advisory Council
 Murray Firth Ontario Critical Incident Stress Management Advisory Council
 Jeff Fisher Association of Municipalities of Ontario (AMO)
 Trent Gervais Ontario Association of Fire Chiefs (O AFC)
 Ken Gorman Association of Local Public Health Agencies (ALPHA)
 Maureen Griffiths Assistant Chief, Response and Recovery, EMO
 John Keenlside Emergency Management Analyst, EMO
 Tom Kontra Supervisor of Operations, EMO
 Christine Kowalyk Assistant Chief, Training and Education, EMO
 Madhu Lall Continuity Plans Officer, EMO
 Nicole Leger Public Safety and Emergency Preparedness Canada (PSEPC)
 Woody Linton NW Area Emergency Management Advisory Council
 Barry McKinnon Office of the Fire Marshal Ontario (OFM)
 Judith Muncaster Ministry of Municipal Affairs and Housing (MMAH)
 Alain Normand Ontario Association of Emergency Managers (OAEM)
 Les Pataky Ministry of Natural Resources (MNR)
 Randy Reid Assistant Chief, Community Programs, EMO
 Garry Smith SE Area Emergency Management Advisory Council
 Sharon Tansley Ministry of Northern Development and Mines (MN DM)
 Andrew Taylor Ontario Provincial Police (OPP)
 William Tigert Assoc. of Municipal Managers, Clerks and Treasurers (AMCTO)
 Don Warden Central Area Emergency Management Advisory Council
 David Weldon Ontario Municipal Administrators' Association (OMAA)
 Gary Wood SW Area Emergency Management Advisory Council

Gary Zikovitz Ministry of the Environment (MOE)
 Helen Zulys Ontario Hospital Association (OHA)

Regrets:

Michael Creighton Central Area Emergency Management Advisory Council
 Bill Fox Assistant Chief, Mitigation and Preparedness, EMO
 Doug Harrison Deputy Chief, Program Coordination and Standards, EMO
 Norm Huebel TRANSCAER
 Glenn Martin NE Area Emergency Management Advisory Council
 Representative Ontario Association of Chiefs of Police
 Representative Industry- Fixed Site

Item	Discussion
Opening Remarks	<ul style="list-style-type: none"> • Chair Neil McKerrell welcomed guests to the second annual meeting of the PEMAC and stated that he was glad to be able to attend, as his attendance at last year's meeting was limited by the SARS emergency.
Review of 2003 Resolutions	<ul style="list-style-type: none"> • Resolutions made by the Council at the 2003 meeting were reviewed as follows (<i>for the specific resolutions, please see the attached presentation – slides four through six</i>): <ul style="list-style-type: none"> ○ Timelines (four resolutions): In accordance with the resolutions, timelines have been changed to reflect the calendar year and the date for Essential Program completion was moved to December 31, 2004. ○ Critical Infrastructure: Accepted as written - inclusion of industrial sites and farms on critical infrastructure lists is at the discretion of municipalities, based on the relative importance of the given infrastructure to the municipality's ability to function. ○ Permit sharing of resources: Accepted as written – sharing and mutual assistance agreements are encouraged in all cases, although each municipality must still demonstrate compliance with issued standards and regulations through the submission of verification forms. ○ Funding: Mr. McKerrell stated that EMO has lobbied for funding to support municipal emergency management programs since the emergency management reform process began – these efforts have been unsuccessful to date, but EMO will continue to advocate for such funding. Funding is ultimately a political decision. ○ CERV: Accepted as written and implemented.

	<ul style="list-style-type: none"> ○ Reduced phone tariffs for EOCs: This recommendation was put forward to the CRTC without success. ○ Unorganized Territory: EMO is working with the Ministry of Northern Development and Mines, as well as other ministries assigned hazard responsibilities, to clarify emergency management roles in unorganized territory. ○ JEPP: EMO has expressed to the federal government some reservations regarding the JEPP program. EMO will continue to work with the other provincial emergency management organizations to develop a consensus for recommendations to the Department of Public Safety and Emergency Preparedness.
<p>Discussion of 2003 Resolutions</p>	<ul style="list-style-type: none"> ● Jeff Fisher (AMO) asked for clarification of the resolution related to the CRTC. Mr. McKerrell replied that the resolution requested lower or no-cost access to additional phone lines for Emergency Operations Centres (EOCs). Pat Burke (SW Area Council) explained that Bell Canada charges for every activated phone line in an EOC, even if it is not used on a regular basis – this makes the maintenance of an EOC very expensive. Mr. Fisher (AMO) suggested that money collected by Bell for 911 service be directed to this use – this money is intended to be for municipal use, not the phone company. Mr. McKerrell replied that EMO is currently investigating how 911 service is delivered in other provinces and is investigating legislation.
<p>Community Programs Update</p>	<ul style="list-style-type: none"> ● Randy Reid (EMO) reported the following: <ul style="list-style-type: none"> ○ There are now 444 designated Community Emergency Management Coordinators (CEMCs), one for every municipality. Many municipalities have also appointed and trained alternate CEMCs. ○ The Essential Program is moving forward according to schedule. Some municipalities are in the final stages of the program. ○ EMO encourages communities to submit verification forms as they are completed. This allows EMO to better track progress and identifies communities needing further assistance. ○ EMO has completed a training video to assist CEMCs with training members of their Community Control Group (CCG). This video is the first in a series that EMO

	<p>plans to produce. The total cost of producing, printing, packaging the video was around \$3000 – a huge savings compared to what it would have been if EMO had not produced the video in-house.</p> <ul style="list-style-type: none"> ○ The final components to assist communities with the Essential Program will be issued by May. This will include a final verification form, a program completion checklist, the training video with lesson plans, and three “canned” exercises. ○ EMO has established a volunteer liaison committee to coordinate information and roles between major volunteer organizations involved with emergency management in Ontario. This group will meet at least once a year. ○ EMO continues to negotiate with Indian and Northern Affairs Canada (INAC) regarding the provision of EMO’s complete emergency management program to First Nations. EMO is currently contracted to provide emergency preparedness and response assistance and training to First Nations. INAC recently announced that it would increase the amount it funds EMO to allow for additional resources to be put toward preparedness and response. EMO will hire an additional Community Officer in the Northwest to provide First Nations in that area with greater access to emergency preparedness and response advice and assistance.
<p style="text-align: center;">Incident Management System</p>	<ul style="list-style-type: none"> ● Assistant Chief Maureen Griffiths gave a presentation on the proposed Incident Management System (IMS) for Ontario. She noted that what she presented was conceptual only and that a great deal of work was still to be done. She explained that working groups would be established to address each level of the IMS. These groups will consist of all major stakeholders. ● Garry Smith (SE Area Council) stated that Cornwall area CEMCs are concerned that the Ministry of Health (MOH) has been teaching a course on Incident Command to the Emergency Medical Services (EMS) that is not consistent with what is practiced by area police and fire services. He stated that IMS must not be taught in “silos” and it is important for all players to be on the same page. He stated that CEMCs should be trained in IMS first, because if they don’t understand it implementation will be very difficult. He argued for group training at area and regional levels to ensure all stakeholders learned the same information. This training would need to be comprehensive and complete.

	<ul style="list-style-type: none"> • Maureen replied that EMO plans to develop an IMS course for CEMCs in 2005 and will work with stakeholders to develop and implement comprehensive training products for all emergency personnel. • Pat Burke (SW Area Council) stated that he disagreed with IMS being taught or implemented from the “top down”. He noted that IMS couldn’t be understood unless it is built from the first responding units up. Annexes to any IMS document would be required to explain why the system exists (e.g., to ensure a proper division of labour). It must be explained how the system grows from the first person to arrive at the scene. The current IMS concept document needs annexes to be better understood. • Carmen D’Angelo (AMEMSO) asserted that EMS should be included in the working groups. He supported Garry Smith’s comment about EMS needing to be in line with police, fire, and other emergency response organizations. • Ken Gorman (ALPHA) asked if a list of the IMS committee members could be provided. He noted that local health departments should be represented because MOH does not represent local public health officials. • Mr. McKerrell replied that it is very important that every emergency responder in Ontario understand and be trained in IMS and their role in it. Cabinet has approved the IMS approach for use in the Government of Ontario. IMS was used during the August Blackout and the Premier actually formed the Cabinet in the Provincial Operations Centre (POC). It is important to keep in mind that the system is adaptable to a variety of situations. • Pat Burke (SW Area Council) emphasized that the system must be trained on at the lowest levels – the fire service has struggled to do this for years, despite using it daily. People won’t understand the big picture unless they first understand the lowest levels of implementation. • Mr. McKerrell stated that he agreed completely. • Helen Zulys (OHA) stated that the Ontario Hospital Association recommends the use of IMS in hospitals and will continue to introduce it across the province. • Garry Wood (SE Area Council) stated that expertise on IMS exists in the fire service and EMO could use this as a foundation. • Maureen Griffiths (EMO) noted that the OAFC and OFM sit on the IMS Committee.
--	---

<p>Area Resolutions – Southeast</p>	<ul style="list-style-type: none"> • Jodi DeNoble (SE Area Council) and Garry Smith (SE Area Council) presented resolutions on behalf of the South-eastern Area Emergency Management Advisory Council. <i>(For a list of the resolutions, please see the attached presentation – slides 10-16)</i>
<p>Area Resolutions – Central</p>	<ul style="list-style-type: none"> • Don Warden (Central Area Council) presented resolutions on behalf of the Central Area Emergency Management Advisory Council. <i>(For a list of the resolutions, please see the attached presentation – slides 17-24).</i> • Discussion took place in regard to the fourth resolution (JEPP – slide 21). Mr. Warden stated that the Canadian Association of Fire Chiefs met with PSEPC to lobby for more JEPP funding. He reported that the reception was positive and open. • Mr. McKerrell asked if there were further issues from the Central Area. Mr. Warden replied that municipalities in Simcoe County were concerned that they may forced to accept garbage from other municipalities, particularly Toronto, given uncertainty about the continuation of waste shipments to Michigan and a lack of alternate sites within larger cites.
<p>Area Resolutions – Southwest</p>	<ul style="list-style-type: none"> • Pat Burke (SW Area Council) and Gary Wood (SW Area Council) presented resolutions on behalf of the South-western Area Emergency Management Advisory Council. <i>(For a list of the resolutions, please see the attached presentation – slides 25-31).</i> • Discussion took place over the third resolution (Funding – slide 28). Mr. McKerrell asked Mr. Burke what equipment was needed in regard to the request for funding. Mr. Burke replied that funding was needed for specialized response equipment as well as staffing and EOC equipment. He noted that American cities and states receive money for these things – these funds are provided as grants. Mr. McKerrell stated that he agreed with Mr. Burke’s position and stressed that EMO’s request to Cabinet during the reform process included program implementation money for municipalities. The government of the day removed this from the package. Mr. McKerrell noted that the United States federal government has provided billions of dollars to states and municipalities since 9/11. Ontario spent \$30 million following 9/11, but this did not include direct municipal grants. There is no doubt that municipalities need funding for emergency management, but with the current provincial debt and deficit, spending is highly limited. EMO

	<p>will continue to raise this issue, although the outlook for this fiscal is not hopeful. Mr. Burke responded that municipalities must also lobby the provincial and federal governments to boost spending and response capability.</p> <ul style="list-style-type: none"> • Mr. McKerrell asked if there were further issues from the Southwestern Area. Mr. Burke replied that some communities had requested that sector committee chairs be allowed to attend the PEMAC.
<p>Area Resolutions – Northeast</p>	<ul style="list-style-type: none"> • Lester Cudmore (NE Area Council) presented resolutions on behalf of the North-eastern Area Emergency Management Advisory Council. <i>(For a list of the resolutions, please see the attached presentation – slides 32-37).</i> • Mr. McKerrell asked Mr. Cudmore if subsidence was a major problem in the NE. Mr. Cudmore replied that little engineering was done in the early mines and this now causes problems with sinkholes. Judith Muncaster (MMAH) noted that subsidence was a major cost issue for the areas in and around Timmins and Atikokan. Mr. McKerrell added that determining which ministry will be responsible for subsidence as a provincial hazard has been a difficult process. Mr. Cudmore reiterated the extent of the problem.
<p>Area Resolutions – Northwest</p>	<ul style="list-style-type: none"> • Woody Linton (NW Area Council) and John Coupland (NW Area Council) presented resolutions on behalf of the North-western Area Emergency Management Advisory Council. <i>(For a list of the resolutions, please see the attached presentation – slides 38-42).</i>
<p>Other Issues</p>	<ul style="list-style-type: none"> • Mr. McKerrell asked if there were further issues. • Garry Smith (SE Area Council) voiced his support for the NE Area resolution on translation issues. • Lester Cudmore (NE Area Council) reiterated the need for enhanced communications. Many EOCs have limited phone lines and cannot afford more. A recent exercise in Timmins jammed all the EOC's phone lines - and it was a tabletop exercise. Maureen Griffiths (EMO) replied that EMO has tried to find a solution to this for some time, but has been told that there must be national consensus. Pat Burke (SW Area Council) said that government should regulate the industry. Randy Reid (EMO) replied that the issue might need political leverage. EMO will forward the issue up the chain of decision makers. Jeff Fisher (AMO) suggested that PSEPC be involved,

	<p>rather than just going to Industry Canada.</p> <ul style="list-style-type: none"> • Mr. McKerrell provided updates on other issues as follows: <ul style="list-style-type: none"> ○ He is supportive of the findings of the Fraser report – information and intelligence must be shared between levels of government and between agencies and departments. It is vital that all stakeholders at least put “windows in their silos.” EMO meets regularly with a variety of stakeholders, including PSEPC and the intelligence community and is working to ensure that information can be provided to those who need it in a timely fashion. ○ EMO, on behalf of the government, has received approval-in-principle to begin plans for an Ontario Government Continuity Centre and to return to Management Board with options. This facility would serve as the new Provincial Operations Centre, as well as a means of ensuring continuity of government operations during major crises and emergencies.
<p>Discussion of Recommendations</p>	<ul style="list-style-type: none"> • Following lunch, area council resolutions were discussed as follows (<i>Note: Resolutions were grouped by topic for discussion purposes.</i>): • Resolution 1 (a) & (b) (Funding - slide 44): Pat Burke (SW Area Council) asked to amend the resolution to include “response capability”. Agreed. • Resolution 2 (Critical Infrastructure- slide 44): (a) Garry Smith (SE Area Council) asked that “Hydro One” be added to Resolution 2(a). Agreed. (b) David Weldon (OMAA) asked for clarification on 2(b) – what is the issue related to Freedom of Information (FOI)? Gary Wood (SW Area Council) explained that the OPP had collected a great deal of infrastructure data for the Y2K project and not all OPP detachments are willing to share this information. Mr. McKerrell asked for clarification – is this resolution about communities needing more access to information? Don Warden replied that Toronto Sector had sponsored this resolution – it relates to a municipality’s ability to assure those who provide information that the information is secure from FOI requests. Gary Bragagnolo (MOH) added that companies would be concerned about trade secrets being released. Mr. McKerrell replied that it is the intent of the <i>Emergency Management Act</i> provisions on FOI is to ensure that sensitive information is not released. Ministry lawyers worked with the Privacy Commission on these statements and the Privacy Commission was satisfied with them. Anyone with suggestions related to possible weaknesses in the Act should contact EMO to arrange contact between solicitors. EMO

supports tight controls on this information, although blanket protections are not possible. Randy Reid (EMO) noted that Toronto lawyers have now been in touch with the ministry lawyer responsible for the Act. Jeff Fisher (AMO) noted that there seems to be problems with the public sector sharing information as well – notably the OPP and Hydro One. Andy Taylor (OPP) asked what sort of information was being sought. Gary Wood (SW Area Council) replied that local OPP detachments are refusing to share critical infrastructure information obtained as a part of the Y2K project. Mr. McKerrell asked that communities call Randy Reid with specifics of any such cases. Mr. Fisher (AMO) asked if the information could be sent through the ministry. Mr. McKerrell again asked that specifics be sent to EMO, so that process could be followed. (c) Mr. McKerrell asked for clarification on this resolution. Mr. Reid (EMO) stated that a template for CI identification already existed in the Community Handbook. Mr. McKerrell asked that specifics be forwarded to EMO for clarification.

- **Resolution 3 (a) & (b) (JEPP – slide 45):** Mr. McKerrell stated that JEPP is a national issue and PSEPC recognizes the need for change. He stated that he believes JEPP needs to adapt to the changing nature of emergency management. More money and broader categories are needed. Perhaps a study should be done. Nicole Leger (PSEPC) noted that talks are underway, but it is only discussion at this time. Mr. McKerrell replied that EMO has urged change to PSEPC. The suggestion that JEPP move to a calendar year cycle might be difficult to achieve – the federal government is bound by its fiscal year and processes, just as municipalities are. There may be ways to make the process easier though. Alain Normand (OAEM) added that the OAEM has sent a survey to all of its members regarding JEPP. This report will be sent to EMO and PSEPC. There seems to be common concern about the fiscal year. Some have said the program is more trouble than it is worth. The fiscal year structure makes the program difficult to use, especially if municipalities cannot support the full amount of a purchase before PSEPC releases funds. Pat Burke (SW Area Council) asked why can't the program be changed. Mr. McKerrell suggested that perhaps it is a matter of the issue not being addressed directly enough by all stakeholders. Don Warden (Central Area Council) stated that the Canadian Association of Fire Chiefs (CAFC) believes that all provinces must unite to ask for change. Mr. McKerrell replied that he would share today's discussion with his counterparts across Canada. He asked for a copy of the CAFC and OAEM reports

so these can go to all the provincial emergency management directors/chiefs. He stated that he would present the Council's resolutions to the other heads and to Ottawa.

- **Resolution 4 (Emergency Response – slide 45):** (c) Lester Cudmore (NE Area Council) said that the cost issues behind the resolution are significant. It is wrong that municipalities have to pay for MNR evacuation expenses not paid for by INAC. Provincial ministries must participate in and work out emergency management arrangements for the North. Even the OPP has refused to participate in some municipalities. (b) Gary Bragagnolo (MOH) commented on Resolution 4(b) saying that a draft provincial epidemic plan was made a year ago – this plan is waiting on a final national plan to be released, In making the plan, local public health agencies and the OHA were consulted. The plan is in third draft and is due out April 30th to communities. The province's new Medical Officer of Health is looking at revamping the Ministry's relationship with Medical Officers of Health – especially in regard to the next plan which will be for a smallpox outbreak. Health Canada wants a general plan. It is likely that smallpox will be an annex to their plan. Ken Gorman (ALPHA) noted that local health agencies have epidemic plans. He encouraged CEMCs to share information with all stakeholders. ALPHA believes plans to deal with a CBRN attack are needed – the province is vulnerable. Following an attack there would be great demands placed on public health. Province-wide plans are needed. Mr. Bragagnolo (MOH) replied that his ministry is creating an emergency management unit. The need for such a unit was highlighted during SARS. Full-time staff will be assigned to this unit and an associate deputy minister is being appointed. This should lead to a lot of progress and change. Mr. Gorman (ALPHA) stated that the Naylor report findings should be implemented – it makes some excellent points. (c) *Discussion returned to Resolution 4(c).* Andy Taylor (OPP) stated he was disturbed to hear Mr. Cudmore's report that the OPP may not be participating in emergency management in some locations. He asked if the problem was widespread. Mr. Cudmore replied that he was unsure – there may be political issues involved – but public safety must come first. Garry Smith (SE Area Council) stated that the OPP in his area did not communicate with the Community Control Group during the Blackout. The Mayor was very concerned about this. Sgt. Taylor (OPP) replied that he would investigate. Les Pataky (MNR) asked about the previous statements regarding cost recovery – he stated he would raise the issue with MNR's fire branch. Mr. Cudmore replied that MNR is mandated to look after forest

fires and need a mechanism to supply funds to municipalities who receive evacuees – especially those from unorganized territory. Mr. McKerrell asked if these expenses would be covered by MMAH. Judith Muncaster (MMAH) replied that she believed that unorganized territory expenses would be a responsibility of MNDM. Sharon Tansley (MNDM) replied that MNDM is responsible for the *Northern Services Board Act*, but beyond the responsibilities in that Act, MNDM is not responsible for all issues related to unorganized territory as a whole. Mr. McKerrell asked who is. David Weldon (OMAA) stated that he would like to see the government organize this. Mr. McKerrell agreed to look into this issue. (a) Ken Gorman (ALPHA) asked if the resolution should include the IMO. Mr. McKerrell replied that IMO could not provide information during the Blackout. They were told their answers were not good. Mr. Gorman asked if the resolution should read “OPG”. Mr. McKerrell replied that the OPG relationship was good and that EMO and Hydro One continue to work on expanding lines of communications at all levels. Much progress has been made.

- **Resolution 5 (EOC Costs** – slide 46): Accepted as written
- **Resolution 6 (a), (b), & (c) (Alternate CEMCs** – slide 46): Mr. McKerrell accepted this resolution as proposed. Randy Reid (EMO) explained that EMO management agrees that EMO can allow two designated alternates and one primary CEMC per municipality. This will mean up to 444 Primary CEMCs and 888 alternates to support.
- **Resolution 7 (Great Lakes Security Council** – slide 46): Pat Burke (SW Area Council) asked that the resolution be made broader – as discussed earlier, information and threats must be shared with all stakeholders. Communities should sit on all such committees.
- **Resolution 8 (a) & (b) (CERV Funding** – slide 47): Mr. McKerrell stated that the continuation of CERV funding in any amount is in question. The program may be cut in the new budget.
- **Resolution 9 (Upper Tier/Lower Tier** – slide 47): Randy Reid (EMO) stated that the harmonization of the *Emergency Management Act* and the *Municipal Act* is very important – there is currently some inconsistency that needs to be addressed. He believes the *Emergency Management Act* must clearly address the relationship between upper and lower tiers regarding emergency management. There are a wide variety of such relationships in Ontario, although the *Municipal Act* has simplified these in recent years. Mr. Reid will continue to work to resolve the current inconsistencies.
- **Resolution 10 (a) and (b) (Volunteer Programs** – slide 47):

Mr. McKerrell noted that the Government of Ontario does not fund the Red Cross. Although grants used to be given, these were cancelled years ago. There is no indication that any funding will be given in the future. MMAH may have a contract with the Red Cross. Judith Muncaster (MMAH) replied that there is no contract – the Red Cross was used on a fee-for-service basis during the Blackout. Tom Kontra (EMO) asked if the resolutions applied to all NGOs. Mr. McKerrell agreed. Ella Davidson (Volunteer Liaison) noted that all volunteer programs should be a part of the discussion – in most cases these groups look for reimbursement for costs, not contracts. These groups are not trying to make money. Randy Reid (EMO) stated that a volunteer liaison committee had been set up in EMO to work with major volunteer organizations involved with emergency management. Alain Normand (OAEM) stated that the United Way has changed its funding policy. Now that the *Emergency Management Act* has passed, funding should be given to municipalities to cover costs of emergency social services, etc. Pat Burke (SW Area Council) stated that clarification must be made regarding the groups in discussion as some volunteers are not welcome during an emergency – they can create command and logistics problems. A framework for volunteer involvement is needed. Randy Reid (EMO) replied that the volunteer liaison council is for larger groups only. David Weldon (OMAA) stated that municipalities using these groups should pay them for their expenses, but other volunteers who are not specifically requested should not be paid. Lester Cudmore (NE Area Council) asked how these resources could be controlled – some groups send too much support and then bill for excess personnel and supplies. David Weldon (OMAA) stressed that requests need to be specific and only those directly related to the need should be covered.

- **Resolution 11 (Notifications** – slide 48): Mr. McKerrell asked if this was a capacity problem. Randy Reid (EMO) replied that the e-mail system could be expanded to include two alternates and a 24/7 contact. Any more than this would be difficult to manage, given the number of weekly changes made to the current list. Lester Cudmore (NE Area Council) asked if the OPP could forward the Daily Situation Report (SITREP). Mr. Reid replied that EMO does not deal with each detachment – we send the SITREP to OPP Headquarters. Mr. McKerrell stated that EMO needs direct contact with CEMCs and would not wish to go through another party. Pat Burke (SW Area Council) noted that EMO currently uses several addresses to send the SITREP – could only one be used to allow for forwarding? Tom Kontra (EMO) replied that EMO is

considering posting the SITREP on the new EMO password-protected website. Mr. Burke stated that e-mail worked well, but the SITREP should be flagged when it contains special information. Mr. McKerrell asked Maureen Griffiths (EMO) to look into this. Ms. Griffiths asked the Council if posting the SITREP instead of e-mailing it was a problem. Mr. Burke replied that e-mail was better – logging into a website is too many steps. Jodi DeNoble (SE Area Council) stated she liked receiving the daily SITREP via e-mail and logging in would be more difficult. Mr. McKerrell noted that EMO has been criticised in the past for not communicating enough – he would rather err on the side of sending too much information, than not enough. EMO will investigate the options. Mr. Burke stressed his point about flagging the SITREP. Gary Wood (SW Area Council) concurred – he stated that it is good to know when neighbouring communities are involved in operations. Lester Cudmore (NE Area Council) stated his support for daily SITREPs and said the flagging suggestion has merit.

- **Resolution 12 (French Translation – slide 48):** Mr. McKerrell noted that translation of documents takes time. Randy Reid (EMO) said that EMO had experienced problems related to consistent terminology. EMO’s major documents are being translated. The Community Handbook poses challenges due to its length and terminology. EMO will continue to proceed with translation of its documents.
- **Resolution 13 (a) & (b) (Unorganized Territory – slide 48):** John Coupland (NW Area Council) added that the relationship between municipalities and Order in Council ministries must also be clarified.
- **Resolution 14 (Training – slide 49): (a) & (b)** Randy Reid (EMO) stated that EMO is willing to offer extra classroom sessions of the CEMC course, as long as minimum numbers could be guaranteed by a given sector or area. So far, the numbers have not been there, but the addition of extra alternates may change this. Don Warden (Central Area Council) stated that the minimum number of participants is listed as 12. Mr. Reid suggested that CEMCs work at the sector level to address local need. EMO will continue to offer the distance-learning course, as it has been preferred by about half of those submitting evaluation forms. Others have asked for the classroom course. Gary Wood (SW Advisory Council) asked how CEMCs would know about courses. Mr. Reid stated that he would send an e-mail, but sectors must gather the candidates though. **(c)** Regarding resolution 14 (c), Mr. Reid stated that EMO receives no part of the AMCTO course fee. EMO designed and delivers this course for AMCTO. The course is

open to those who are not AMCTO members. EMO is willing to consider supporting other appropriate training initiatives. Those interesting in specific partnerships should contact him. The goal of the AMCTO course is to make AMCTO members generally aware of the *Emergency Management Act* requirements. This course does not replace local training of control groups and program committees by their CEMCs. Christine Kowalyk (EMO) emphasised that the course is not really for CEMCs, but senior officials and administrators. It also provides an opportunity for officials to network. Ms. Kowalyk also provided details on other training programs as follows:

- BEM course materials – there have been problems with the website, but these should be resolved in the near future.
- An Emergency Response and Operations Course (EROC) will be developed to support the province-wide Incident Management System (IMS) initiative. This course will be aimed at CEMCs and Incident Commanders. This course will be developed in conjunction with the needs expressed by the IMS working groups.
- A new video (*shown to the Council*) has been made by EMO and PSEPC for use across Canada. The video is for all audiences and teaches the viewer how to make an emergency preparedness kit. The video is posted on EMO's website and copies will be sent to all CEMCs.

Alain Normand (OAEM) voiced concern over the availability of spaces on courses offered at the Canadian Emergency Preparedness College (CEPC). Only a few individuals from each emergency service are allowed at a time and emergency managers are not allowed at all on the site management course. Ms. Kowalyk replied that EMO is aware of these issues and is trying to resolve them. Disagreements exist between EMO and PSEPC on this issue. Even EMO staff are being turned away from the courses. Ultimately the EROC will replace the need for Ontario responders to attend the existing CEPC courses. Randy Reid (EMO) noted that there is now discussion at the federal level that the CEPC may move toward IMS. Mr. Normand stated that CEMCs could also benefit from other new courses on specialties such as supporting major hazardous materials incidents, etc. Mr. McKerrell stated that he has met with the head of federal training and is looking for positive results.

Stakeholder Forum	<ul style="list-style-type: none"> • Ken Gorman (ALPHA) presented the following items on behalf of his association: <ul style="list-style-type: none"> ○ The health system is not as prepared as it could be for major incidents – particularly in the area of radiological attack. Significant triage and treatment issues must be addressed. There is a lack of physicians trained to handle such an incident and a lack of facilities. A dozen patients would currently overwhelm the system. This has been an issue for three years. It is recommended that the PEMAC prompt MOH to move forward in this area. ○ CBRN plans and strategies must be further developed to deal with the health consequences of an attack. ○ The province should implement the recommendations of the Naylor Report. ○ The location and contents of Health Canada equipment caches should be made known to the province and communities. How can these be incorporated if it is not known what is in them or where they are? Why are these secret? ○ Public health needs to be included in the provincial IMS initiative and training will be needed. • Mr. McKerrell replied that the issue of the Health Canada caches is of concern to himself and Dr. James Young (Commissioner of Emergency Management). They have met with Health Canada and have told them that the caches are not as well distributed in Ontario as in other locations. There is a large stockpile in Ottawa that can be moved by tractor-trailers. Barry McKinnon (OFM) reported that the OFM plans to offer training on how to setup the Health Canada field hospitals. They are working on ways to move drugs to their desired locations. Gary Bragagnolo (MOH) stated that Health Canada is using vendor-managed drugs – they are not necessarily stockpiling them because the drugs would expire. Inventory is always being rotated. There are still obstacles to overcome. The field hospitals themselves are stocked with equipment that is older – some from the 1950s. Health Canada has not received funds to improve on this. The mini-clinics that are available were used for World Youth Day and the SARS concert in Toronto. • Helen Zulys (OHA) reported the following items on behalf of her association: <ul style="list-style-type: none"> ○ Linkages between the health sector and
-------------------	--

	<p>municipalities have greatly improved over the last two years.</p> <ul style="list-style-type: none"> ○ Hospitals should be considered as critical infrastructure and protected as such. ○ Hospitals are working on issues related to CBRN decontamination and the OHA recommends that MOH move forward to assist hospitals in boosting their response capabilities. ○ JEPP may be a potential source of funds for hospital emergency management. ○ Hospitals are currently faced with staffing shortages – particularly in the event of an emergency like SARS. ○ The OHA asks that CEMCs and hospitals work closely together. ○ The OHA thanks the OFM for access to its training. ○ IMS is being introduced in hospitals – a variety of people in the health sector should be included in this training and the provincial initiative. <ul style="list-style-type: none"> ● David Weldon (OMAA) reported on behalf of his association that the sooner the regulations associated with the <i>Emergency Management Act</i> are released, the better it will be for municipalities. There are funding and budgeting issues related to the regulations and their release would assist in planning processes. ● Carmen D'Angelo (AMEMSO) reported the following on behalf of his association: <ul style="list-style-type: none"> ○ AMEMSO thanks the Chair for the opportunity to attend the PEMAC. ○ AMEMSO was created after the realignment of ambulance services in Ontario to represent municipal EMS. ○ A number of upper tier CEMCs are EMS directors. ○ The association would like EMO to present to its members on IMS and wants to ensure that all EMS directors are on the same page. ○ The OFM senior officers course was very useful. ○ EMS should be represented on the IMS working group – the MOH does not represent EMS. ● Mr. McKerrell replied that the AMEMSO would be invited to participate in the IMS process. ● Ella Davidson (Volunteer Liaison) reported that volunteer organizations were working together to develop a database of emergency services provided so communities could avoid overlap and know whom to contact. Randy Reid (EMO) stated that EMO is willing to distribute this information to all
--	--

	communities.
Other Business	<ul style="list-style-type: none"> • Maureen Griffiths (EMO) offered POC tours to any CEMCs or other stakeholders visiting Toronto in the future. • Pat Burke (SW Area Council) raised the topic of communications interoperability – including radio, GIS, and satellite. He stressed that agencies must work together to ensure future interoperability. Mr. McKerrell briefly mentioned that GIS mapping capabilities are expensive to develop, but much development in the area is underway. Barry McKinnon (OFM) noted that the Commissioner of Emergency Management has established an interoperability committee with all major stakeholders. An info paper will be circulated shortly. The committee will work on both short and long term goals. Common terminology is a major issue. Mr. McKerrell noted the amount of change currently taking place in telecommunications and interoperability. • Don Warden (Central Area Council) asked Mr. McKerrell for EMO’s position on the initiative being taken by the Canadian Security Intelligence Service (CSIS) to remove the requirements for hazardous materials carriers to placard their vehicles. Pat Burke (SW Area Council) stated that the carriers do not support this and the CSIS initiative would greatly complicate numerous daily incidents involving hazardous materials. Mr. Warden added that Transport Canada is against this, but CSIS has made presentations supporting the removal of placards. Placards serve many uses and their removal would not prevent terrorists from identifying or stealing hazardous materials. Barry McKinnon (OFM) and Mr. McKerrell will seek further information.
Adjournment	<ul style="list-style-type: none"> • There being no further business, Mr. McKerrell adjourned the meeting.