

The Corporation of the City of Kenora

By-Law Number 172 - 2024

A By-Law to Establish The City of Kenora Municipal Emergency Management Program, Emergency Response Plan, Emergency Control Group, and Emergency Management Program Committee

Whereas Section 2.1(1) of The Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9 as amended shall develop and implement an Emergency Management Program and that the Council of the municipality shall by By-Law adopt the Emergency Management Program; and

Whereas Section 3(1) of the Act requires that every municipality shall formulate an Emergency Response Plan, outlining the provision of necessary services during an emergency, the procedures related thereto, and the manner in which employees of the municipality and other persons will respond to the emergency, and the Council of the municipality shall by by-law adopt the Emergency Response Plan; and

Whereas Section 4(1) of the Act makes provision for the Head of Council of a municipality to declare that an emergency exists in the municipality, or any part thereof, and may take such action and make such orders as he or she considers necessary, and are not contrary to law, to implement the Emergency Response Plan of the municipality in order to protect the property, health, safety and welfare of the inhabitants of the emergency area; and

Whereas Section 9(c) of the Act provides for the designation of one or more members of Council who may exercise the powers and perform the duties of the Head of Council under this Act during the absence of the Head of Council or during his or her inability to act; and

Whereas the Act authorizes employees of a community to respond to an emergency in accordance with the Emergency Plan where an emergency exists but has not yet been declared to exist;

Whereas the development, implementation, maintenance, testing and review of an Emergency Management Program in accordance with the standards published by the Office of the Fire Marshal and Emergency Management, and such program shall include:

- a) An Emergency Response Plan:
- b) An Emergency Management Control Group, which shall be chaired by the Community Emergency Management Coordinator in addition to the following identified positions:
 - i. Mayor (Head of Council)
 - ii. Community Emergency Management Coordinator
 - iii. Chief Administrative Officer
 - iv. Director, Human Resources, Risk, & Insurance
 - v. Director, Engineering & Infrastructure
 - vi. Director, Corporate Services/City Clerk
 - vii. Director, Finance

- viii. Director, Economic Development & Tourism
 - ix. Director, Planning & Building Services
 - x. Director, Emergency Services/Fire Chief
- c) An Emergency Management Program Committee, which shall be chaired by the Community Emergency Management Coordinator and shall include:
- i. Mayor (Head of Council)
 - ii. Community Emergency Management Coordinator
 - iii. Chief Administrative Officer
 - iv. Director, Human Resources, Risk, & Insurance
 - v. Director, Engineering & Infrastructure
 - vi. Director, Corporate Services/City Clerk
 - vii. Director, Finance
 - viii. Director, Economic Development & Tourism
 - ix. Director, Planning & Building Services
 - x. Director, Emergency Services/Fire Chief

Now Therefore the Council of The Corporation of the City of Kenora enacts as follows:

1. That an Emergency Management Program be developed and implemented in accordance with the standards published by Emergency Management Ontario in accordance with international best practices;
2. That the Head of Council or designated alternate, as provided in the Plan, be empowered to declare an emergency and implement the Emergency Plan;
3. That certain appointed officials or their designated alternates, as provided in the approved Emergency Plan are empowered to cause an emergency notification to be issued to members of the Emergency Control Group and to respond to an emergency in accordance with the Emergency Plan where an emergency exists but has not yet been declared to exist;
4. That the Emergency Management Program Committee will review the Emergency Plan annually and to recommend changes to the Emergency Plan as considered appropriate and refer recommendations to Council for further review and approval;
5. That the Council of the Corporation of the City of Kenora hereby adopts the City of Kenora Emergency Plan dated December 17, 2024 accordance with the terms and conditions therein;
6. That Council authorizes the Community Emergency Management Coordinator, or his or her alternate, to make administrative changes to the Emergency Response Plan including personnel changes, organizational changes, contact information, phone numbers and other administrative matters as required;
7. That this by-law comes into force and takes effect upon third and final reading;
8. That By-law Number 135-2017 is hereby repealed.

By-Law Read a First and Second Time this 17th day of December, 2024

By-Law Read a Third and Final Time this 17th day of December, 2024

The Corporation of the City of Kenora:-

Andrew Poirier, Mayor

Heather Pihulak, City Clerk