



# City Council Committee Report

**Date: 4 November 2011**

**To: Mayor & Council**

**Fr: Warren F. Brinkman, Emergency Service Manager, City of Kenora  
Fire and Emergency Services**

**Re: Memorandum of Agreement between the City of Kenora and the Canadian Red  
Cross Society regarding the City of Kenora's Emergency Plan**

**Recommendation:** **THAT** Council of the City of Kenora enters into a Memorandum of Agreement with the Canadian Red Cross Society for the purposes of Registration and Inquiry, Emergency Lodging, Emergency Food, Personal Services and Health Care, and Emergency Clothing.

**Background:** The City of Kenora has an Emergency Management Program for the protection of public safety, public health, the environment, the critical infrastructure and property, and to promote economic stability and a disaster-resilient community. The City of Kenora's Emergency Plan has been approved by Council and established through By-Law Number 100-2009. The Emergency Management and Civil Protection Act RSO 1990 and Ontario Regulation 380/04 require that each municipality in Ontario maintain their respective plans and programs on an annual basis.

In part the roles and responsibilities of the Social Service Manager's portfolio as found within the Emergency Control Group is to provide Registration and Inquiry, Emergency Lodging, Emergency Food, Personal Services and Health Care, and Emergency Clothing.

Experience with establishing the City of Kenora as a Host Community in the summer of 2011 demonstrated that the City's internal resources would soon be exhausted and as such the services of the City's Emergency Plan may be compromised insofar as the roles and responsibilities of the Social Service Manager.

Accordingly the Canadian Red Cross Society has an established framework that addresses Registration and Inquiry, Emergency Lodging, Emergency Food, Personal Services and Health Care, and Emergency Clothing. An annual fee in support of the infrastructure required to support the provision of Services is five hundred dollars (\$500.00). In addition a grant in support of volunteer requirement and training costs is one hundred and fifty dollars (\$150.00) per person up to and not to exceed fifteen hundred dollars (\$1500.00) in any given year. The costs to support this relationship are addressed within the existing Emergency Measures Operating Budget.

Should the City of Kenora enter into this Memorandum of Agreement with the Canadian Red Cross Society additional costs borne by the Canadian Red Cross Society and or the City of Kenora, save and except for those noted herein, are fully recoverable should the City of Kenora declare an "Emergency". This was done in the summer of 2011 and as such had any expenses been incurred, all expensed monies would have been recovered.

Please see the attached draft copy of the Memorandum of Agreement.

**Budget:** Emergency Measures Operating Budget 2012.

**Communication Plan/Notice By-law Requirements:** Municipal Memo, Portal, and Media.