CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-43

Being a By-law to Adopt the Township's Community Risk Assessment

WHEREAS the Fire Protection and Prevention Act, 1997 (FPPA) mandates that every municipality in Ontario shall establish a program which must include public education with respect to fire safety and certain components of fire prevention and provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances; and

WHEREAS Ontario Regulation 378/18: Community Risk Assessments (O. Reg. 378/18) requires that every municipality and every fire department in a territory without municipal organization complete a community risk assessment and use it to inform decisions on the provision of fire protection services; and
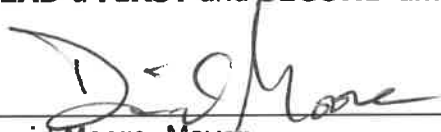
WHEREAS the Community Risk Assessment is an in-depth and comprehensive assessment to inform fire protection service levels and requires the identification, analysis, evaluation and prioritizing of risk, based on nine mandatory profiles; and

WHEREAS it is deemed expedient that the Council of the Corporation of the Township of McKellar adopt a Community Risk Assessment;

NOW THEREFORE the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** the Community Risk Assessment is attached as Schedule 'A' to this By-law hereto.

2. **THAT** this By-law come into force and effect on the day of passage.

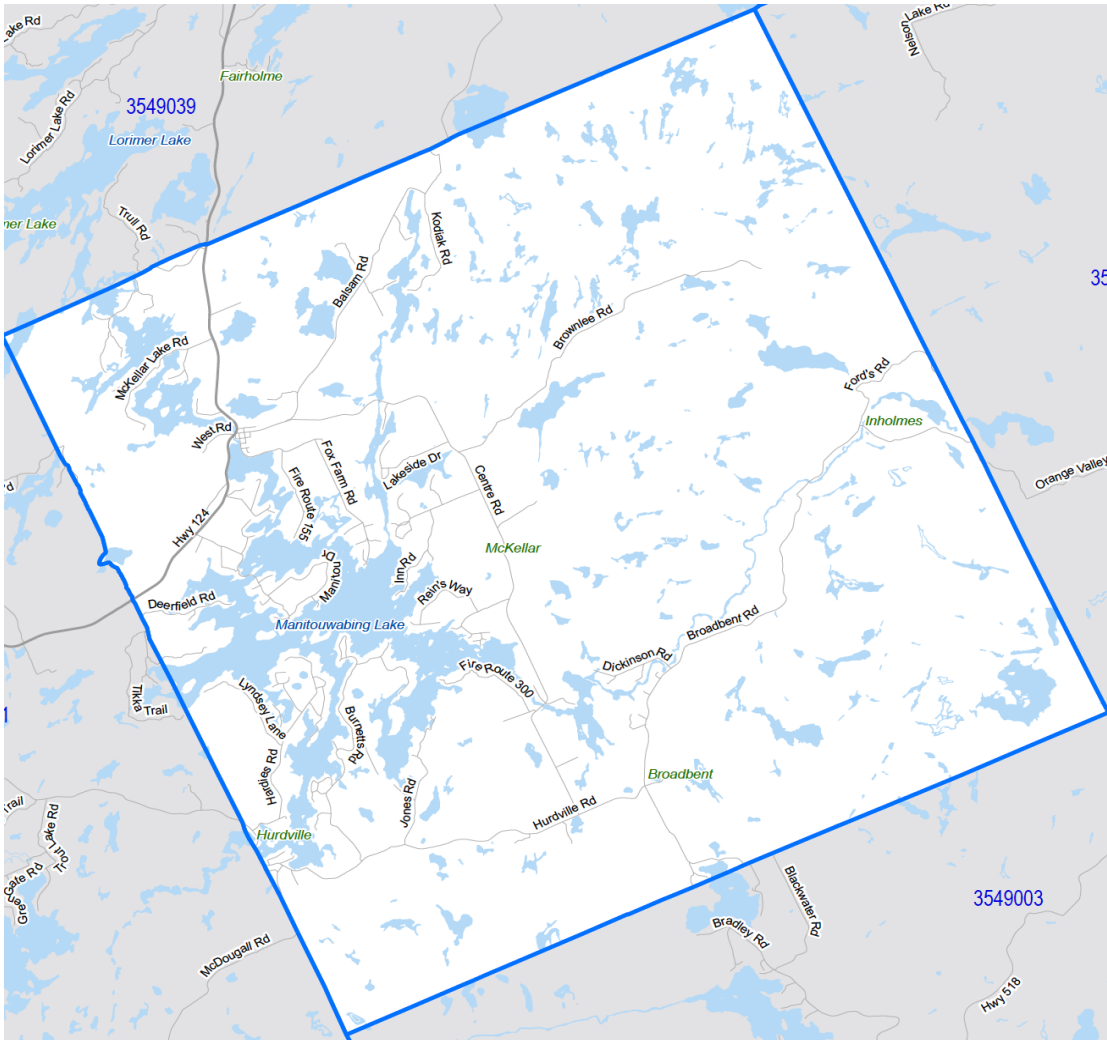**READ** a **FIRST** and **SECOND** time this 21st day of May, 2024.

David Moore, Mayor   Karlee Britton, Acting Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this ~~21st~~ 4th day of ~~May~~ June, 2024.

David Moore, Mayor

Karlee Britton, Acting Clerk/Administrator

2024
Township of McKellar
Community Risk Assessment

"We don't rise to the level of our expectations, we fall to the level of our preparations"

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Dates of review and update tracking

2024

Profile	Issues/concerns	Mitigation of Risk	Update to plan

2025

Profile	Issues/concerns	Mitigation of Risk	Update to plan

2026

Profile	Issues/concerns	Mitigation of Risk	Update to plan

2027

| Profile	Issues/concerns	Mitigation of Risk	Update to plan

Risk Summary

The following summary outlines the top risks to life safety and property along with the suggested means of reducing or the mitigation of the noted risks. Treatment of Risk options provided near the end of this document have been developed through the use of a SWOT analysis of the risks as they appear.

As with any plan, a thorough review coupled with sound strategic planning will reap successes either in the form of fewer fires, reduced fire related injuries, lower dollar property loss through ongoing fire prevention initiatives, early warning detection systems, active notification systems, and proactive inspections and public education.

Assigning a risk level assists fire departments in prioritizing risks, which helps to determine how to address or treat each risk. The Risk Level Matrix can assist fire departments to determine risk levels based on the probability and consequence levels of each identified risk. Risks can be assigned as low risk, moderate risk or high risk. The risk levels for each risk can be noted in the Assigned Risk Level column on the relevant profiles.

The matrix below is used to determine the assigned risk level.
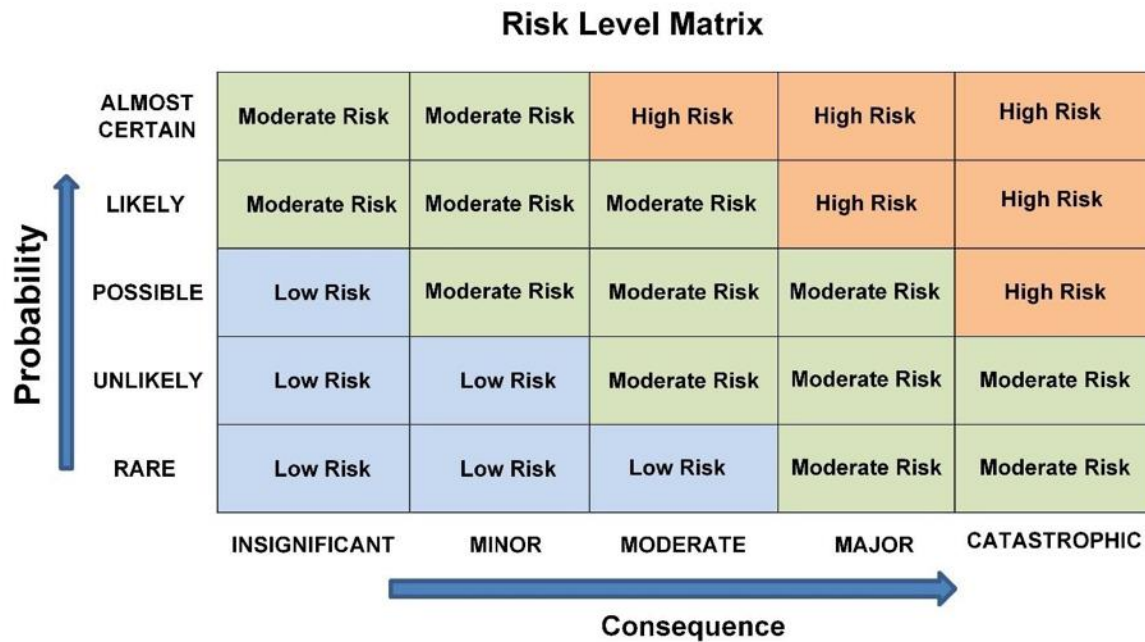
The following tables are used to assess the Probability, and Consequence, as relevant for the Risk Matrix used throughout this document.

Probability

Rare	-may occur in exceptional circumstances -no incidents in the past 15 years
Unlikely	-could occur at some time, especially if circumstances change -5 to 15 years since the last incident
Possible	-might occur under current circumstances -1 incident in the past 5 years
Likely	-will probably occur at some time under current circumstances -multiple or recurring incidents in the past 5 years
Almost Certain	-expected to occur in most circumstances unless circumstances change -multiple or recurring incidents in the past year

Consequence

Insignificant	-no life safety issue -limited valued or no property loss -no impact to local economy, and/or -no effect on general living conditions
Minor	-potential risk to life safety of occupants -minor property loss -minimal disruption to business activity, and/or -minimal impact on general living conditions
Moderate	-threat to life safety of occupants -moderate property loss -poses threat to small local businesses, and/or -could pose a threat to the quality of the environment
Major	-potential for a large loss of life -would result in significant property damage -significant threat to large businesses, local economy and tourism, and/or -impact to the environment would result in a short term, partial evacuation of local residents and businesses
Catastrophic	-significant loss of life -multiple property damage to a significant portion of the municipality -long-term disruption of businesses, local employment, and tourism, and/or -environmental damage that would result in long-term evacuation of local residents and businesses

Ontario Regulation 378/18: Community Risk Assessments (O. Reg. 378/18) requires that every municipality and every fire department in a territory without municipal organization complete a community risk assessment and use it to inform decisions on the provision of fire protection services. The Community Risk Assessment is an in-depth and comprehensive assessment to inform fire protection service levels and requires the identification, analysis, evaluation and prioritizing of risk, based on nine mandatory profiles.

1. Geographic Profile

2. Building Stock Profile

3. Critical Infrastructure Profile

4. Demographic Profile

5. Hazard Profile

6. Public Safety Response Profile

7. Community Services Profile

8. Economic Profile

9. Past Loss and Event History Profile

The regulation outlines a standard set of information profiles that must be considered when conducting a community risk assessment. The information and data gathered to address each of the profiles will assist in determining and prioritizing the risks to public safety in the community, and determining the fire protection services to be provided by municipalities and fire departments in territories without municipal organization to address those risks.

The mandatory profiles identified in Schedule 1 of O. Reg. 378/18 were determined from examining various current industry models on risk assessment. Many of these models provide comprehensive coverage pertaining to identification of data and information relating to community risks. However, it should be noted that these risk

assessment models may or may not include all of the nine mandatory profiles as identified in Schedule 1 of O. Reg. 378/18. Municipalities and fire departments in territories without municipal organization may use other tools, models or guidelines to conduct their community risk assessments provided that their final community risk assessment meets all the requirements outlined in O. Reg. 378/18., including consideration of each of the nine mandatory profiles identified.

The Guideline provides suggestions as to how to record and analyze the data/information using the sample worksheets that are provided in the Guideline. Municipalities and fire departments in territories without municipal organization have flexibility to include any additional information (e.g. maps, charts, diagrams) they deem appropriate to best assist them in analyzing their data and information in order to make informed decisions on fire protection services.

The Emergency Management and Civil Protection Act (EMCPA) requires every municipality to conduct an all-hazards risk assessment, which informs continuous improvement of emergency management programs and improves public safety. A completed Hazard Identification Risk Assessment (HIRA) may provide some of the information/data required to fulfill the needs of a Community Risk Assessment under O. Reg. 378/18, although there will be specific fire related information that is not contained in the HIRA that will be gathered as part of this process. The HIRA and the Community Risk Assessment are separate processes but should be viewed as complementary to one another.

The following profiles and tables represent the compilation of an in-depth analysis of the risks identified during the completion of the nine mandatory profiles. Each profile contains the related risks and associated information that were identified. Within each profile, the recommended level of treatment and the suggested means of handling the risks have been included (where applicable).

Council with the assistance of the Fire Chief will be able to use this information in the formulation of the Community Risk Reduction Plan.

Geographic Profile
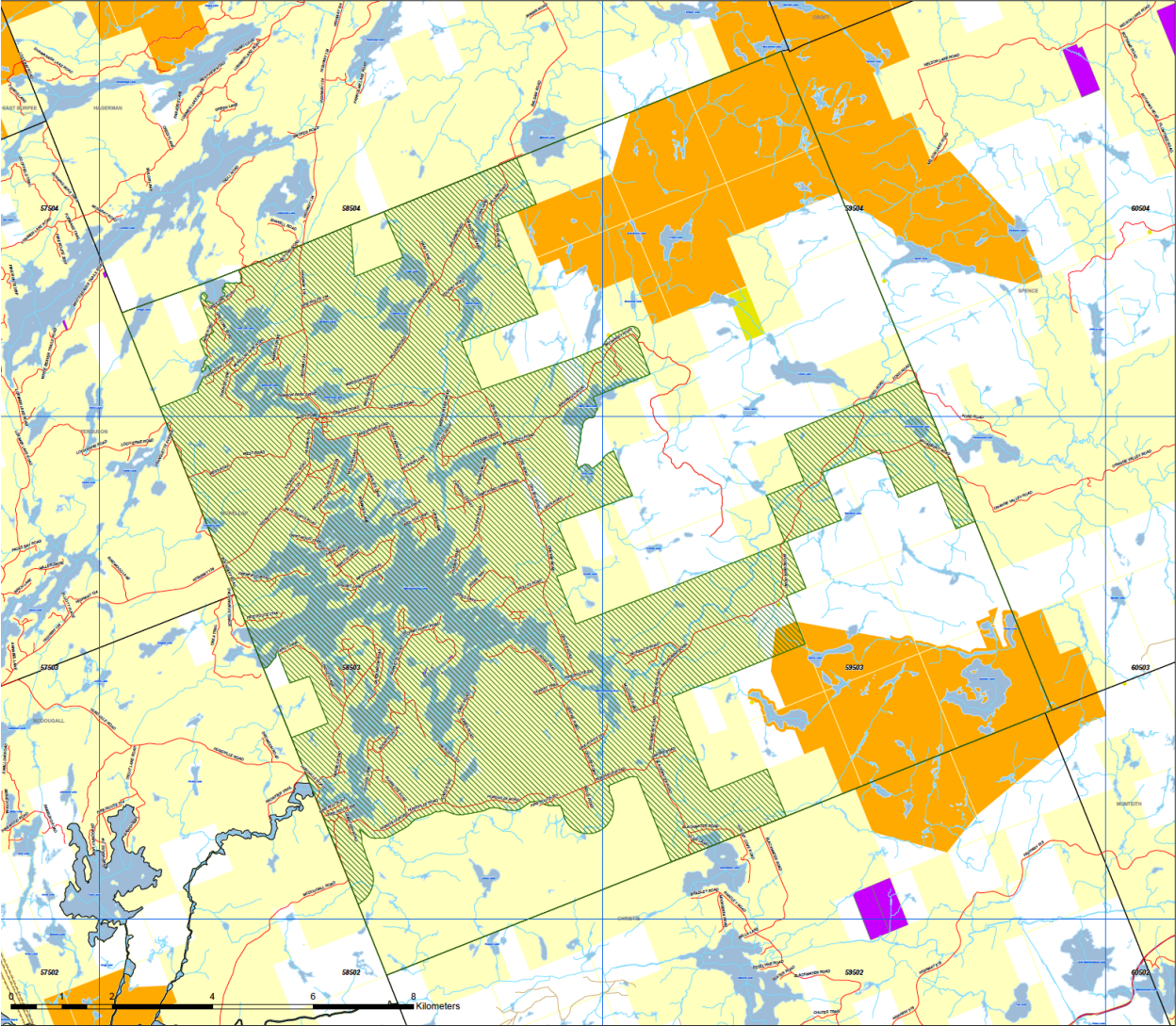
*Above is MNR map of coverage area's for McKellar vs MNR

As referenced in O. Reg. 378/18, the geographic profile assessment includes analysis of the physical features of the community, including the nature and placement of features such as highways, waterways, railways, canyons, bridges, landforms and wildland-urban interfaces. These physical features may present inherent risks or potentially have an impact on fire department access or emergency response time. The following sections consider these geographic characteristics within the Town of McKellar.

Geographical snapshot of the Township of McKellar
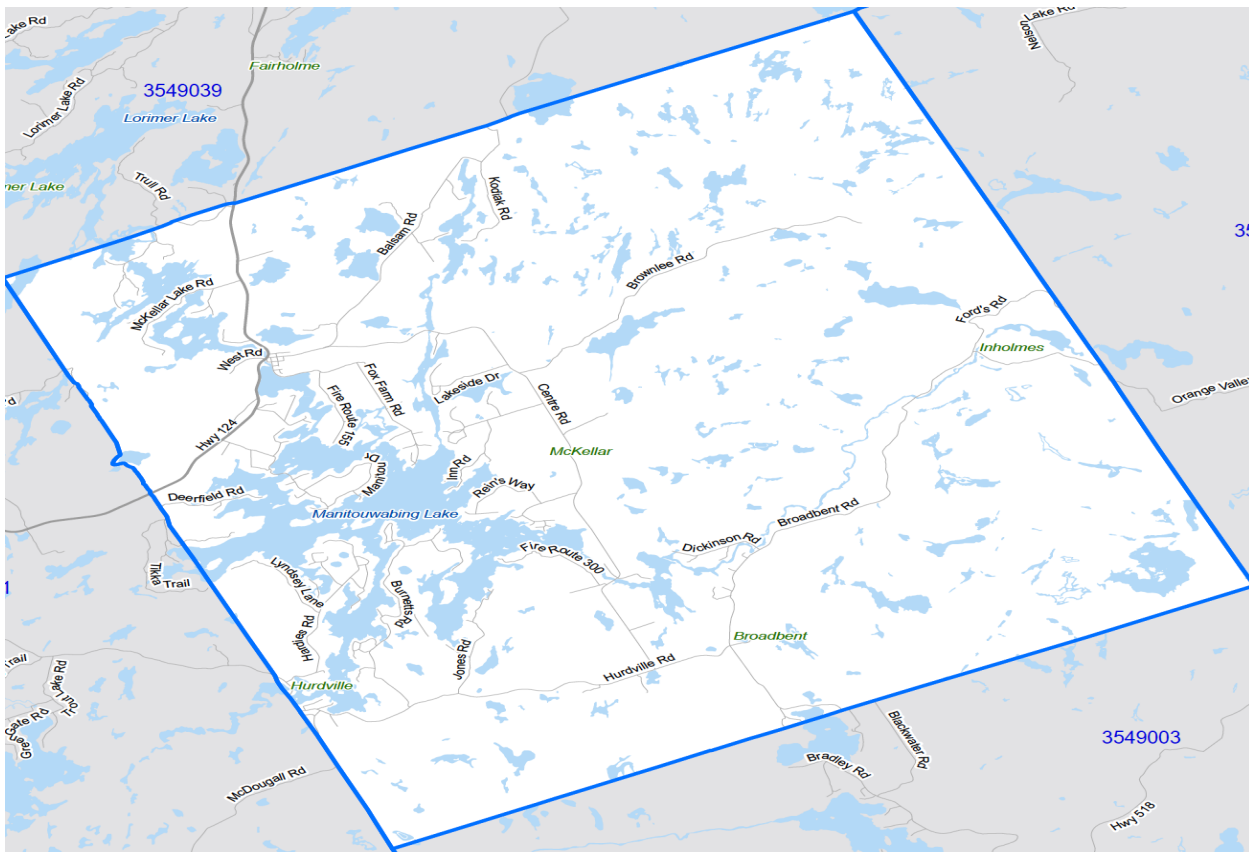
McKellar is a township and census subdivision in Parry Sound District, Ontario, Canada. The 2021 population was 1,419. In the 2021 Census of Population conducted by Statistics Canada, McKellar had a year round population of 1,419 living in 695 of its 1,515 total private dwellings, a change of 27.7% from its 2016 population of 1,111. With a land area of 176.07 km2 (67.98 sq mi), it had a population density of 8.1/km2 (20.9/sq mi) in 2021.
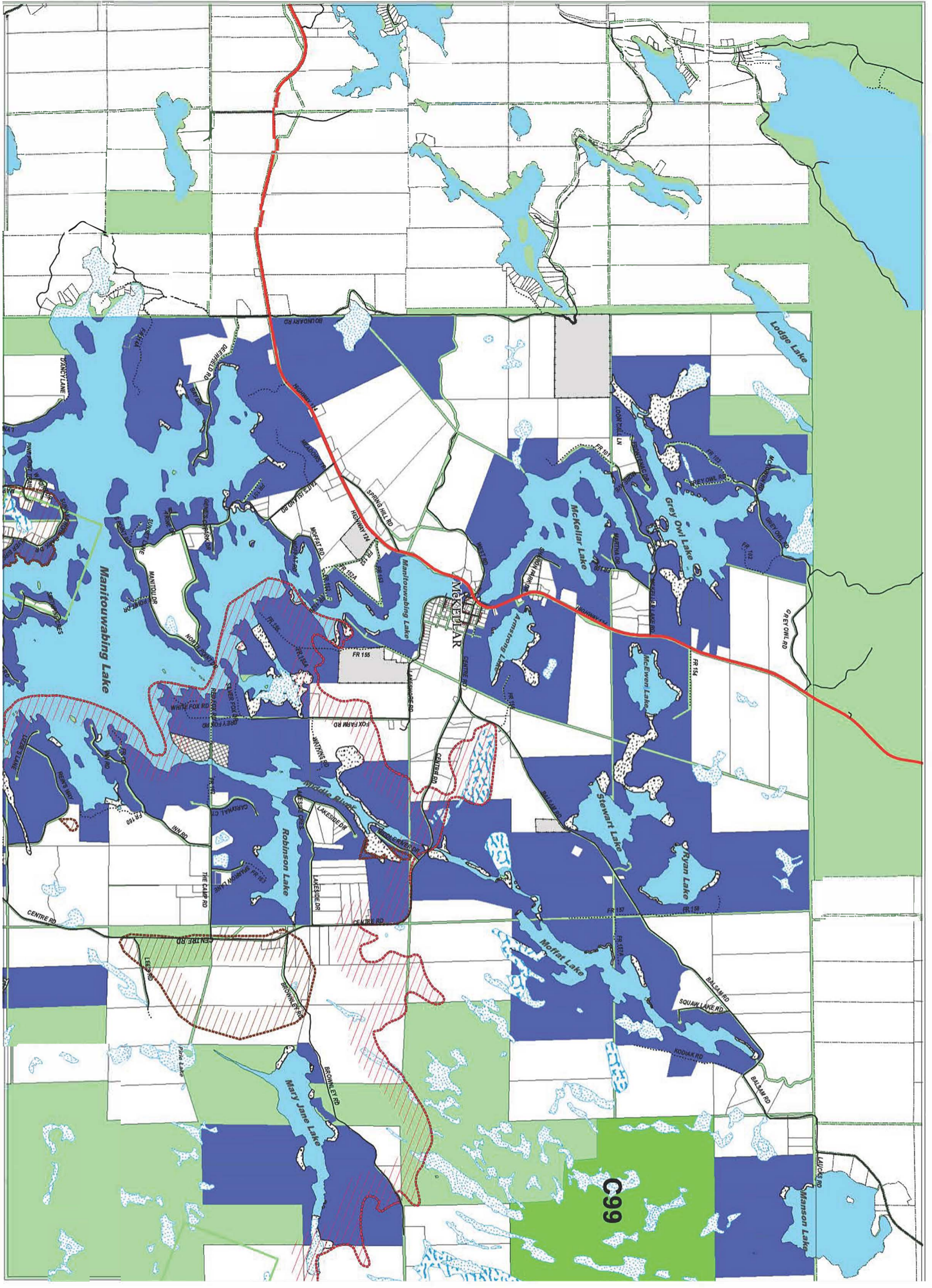
Geographic Feature	Potential Impact on the Delivery of Fire Protection Services
Rivers	-Impacts training and equipment for response service delivery -Impacts response / travel timelines to fire calls -Recreational / tourist activities impact the delivery of public fire safety messaging -The Manitouwabing River crosses the township from East to West from North Seguin River in Inholmes to Lake Manitouwabing -The Middle river runs from the north to the south where it meets up with Moffat Lake then Lake Manitouwabing. -These rivers and many streams are prone to flooding in the spring potentially impacting property, infrastructure and response times
Lakes	-Impacts training, equipment for response service delivery -Impacts response times and travel routes to fire calls -Dozens of lakes that impact road infrastructure and accessibility -During summer months increased risk of boating accidents / drownings as tourists are not familiar with the lakes and their risks -In the winter snowmobiles / ice fisherman may fall through the ice as they are not familiar with the thickness of the ice or water currents under the ice -Response capabilities are hampered due to lack of access points or the parties involved are not familiar with their exact location -Currently the Fire service is permitted to only provide land-based water rescue and Tech level Ice Rescue -Many of the over 15 official lakes in the township are only accessible through wildland, logging roads, or seasonal trails. -Both permanent and seasonal residents reside around bodies of water -Rivers and streams as well as some bodies of water are prone to rising over their banks in spring.
Highways/Township Roads	-Highway 124 runs through the North West corner of the township, a two lane highway, it is the most major and traveled road within our township boundaries. It is also the major route for supply and evacuation to our township. -Grey Owl, McKellar Lake, Sharon Park, Center, West, McEwen, SpringHill, Evergreen, Taits Island,Glenwood, and McKellar Ferguson Boundary roads all bisect Hwy 124

	-Hurdville Rd, and Center Rd receive the most traffic volume in our township aside from Hwy 124. -There is also a high volume of heavy-duty logging and quarry related vehicles that travel on all the road systems but are subject to Half Load Restrictions on a seasonal basis. -Some areas of the township have roads that are gravel based and very narrow. These roads are single lane and if there were to be oncoming traffic to a fire apparatus that was responding to that area, would find that there is nowhere in which to turn around or allow the other vehicle to pass. -Some township roads are impassable by the current inventory of fire department apparatus, specifically pumping/water carrying apparatus
Topography – Canadian Shield and Rolling Hills	-Topography can impact the access to certain areas -Risk of injuries are heightened in these areas due to ruggedness and being not familiar with the terrain -Poor or limited access points impact ability to respond in a timely manner -Tourists are unfamiliar with where they are when calling for assistance -MFD does not have the means of transporting staff and equipment to patient(s) or events in remote areas, or the means for the safe removal of the injured party(s). MFD has 1 vehicle capable of light off road driving. -Mutual aid agreements in place to request support with off road capable vehicles. (ie. ATV, Snowmobile, Boat)

SCHEDULE 'A'
LAND USE PLAN
TOWNSHIP OF
McKELLAR
OFFICIAL PLAN
SHEET 1 OF 4
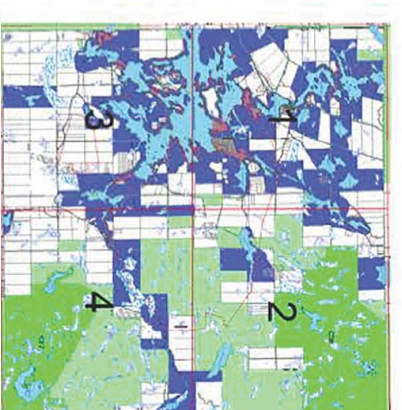
Legend

* Nesting Site
— Municipal
— Highway
⋯ Private
Endangered and Threatened Species
Deer Wintering (Stratum 1)
Deer Wintering (Stratum 2)
Licensed Pits/Quarries
Flood Plain
Environmentally Sensitive
Type 1 Fish Habitat
Rural
Waterfront
Special Policy Section 15.2
Conservation Reserves
Crown

C99

0 500 1,000 2,000 3,000 4,000 Meters

Manitouwabing Lake
Mary Jane Lake
Robinson Lake
Grey Owl Lake
McKellar Lake
McEwen Lake
Stewart Lake
Ryan Lake
Moffat Lake
Lodge Lake
Manson Lake

McKELLAR

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SCHEDULE 'A'
LAND USE PLAN
TOWNSHIP OF
McKELLAR
OFFICIAL PLAN
SHEET 2 OF 4

C99

Legend

- Municipal
- Highway
- Private
- Nesting Site
- Endangered and Threatened Species
- Deer Wintering (Stratum 1)
- Deer Wintering (Stratum 2)
- Licensed Pits/Quarries
- Flood Plain
- Evironmentally Sensitive
- Type 1 Fish Habitat
- Rural
- Waterfront
- Special Policy Section 15.2
- Conservation Reserves
- Crown

0   600   1,200   2,400   3,600   4,800
Meters

N
W   E
S

15

SCHEDULE 'A'
LAND USE PLAN
TOWNSHIP OF
McKELLAR
OFFICIAL PLAN
SHEET 3 OF 4

16

Legend

— Municipal
— Highway
· · · Private
Rural
Waterfront
Type 1 Fish Habitat
Environmentally Sensitive
Flood Plain
Licensed Pits/Quarries
Endangered and Threatened Species
Deer Wintering (Stratum 1)
Deer Wintering (Stratum 2)
* Nesting Site
Special Policy Section 15.2
Conservation Reserves
Crown

0 600 1,200 2,400 3,600 4,800
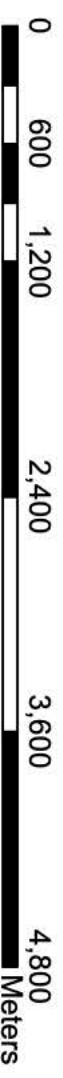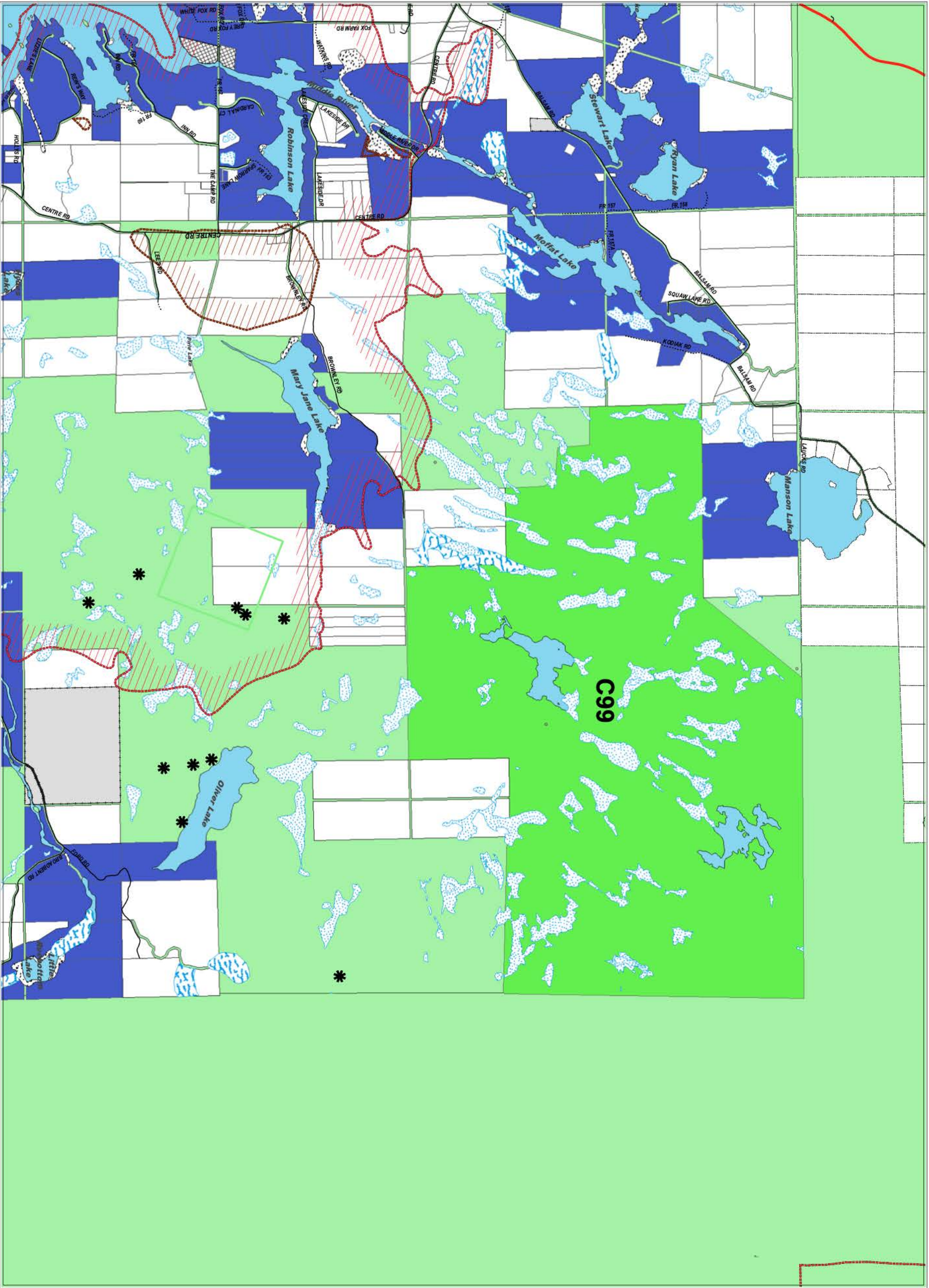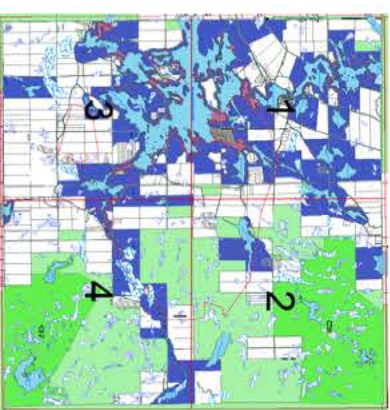Meters

SCHEDULE 'A'
LAND USE PLAN
TOWNSHIP OF
McKELLAR
OFFICIAL PLAN
SHEET 4 OF 4

Legend

— Municipal
— Highway
Private
* Nesting Site
Endangered and Threatened Species
Deer Wintering (Stratum 1)
Deer Wintering (Stratum 2)
Licensed Pits/Quarries
Flood Plain
Evironmentally Sensitive
Type 1 Fish Habitat
Waterfront
Rural
Special Policy Section 15.2
Conservation Reserves
Crown

C87

Blackwater Lake
Shanty Lake
Dutcher Lake
BROADBENT

Lot 25
Lot 20
Lot 15
Lot 10
Lot 5
Con. 5
Lot 1
Con. 6
Lot 1

0 625 1,250 2,500 3,750 5,000
Meters

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Building Stock Profile

Building Stock Profile

The building stock profile should consider the characteristics of the buildings in the community. This can include the use of the buildings, building density, building age and construction, and building height and area. This information will assist fire departments to identify the issues/concerns that will impact the delivery of fire protectio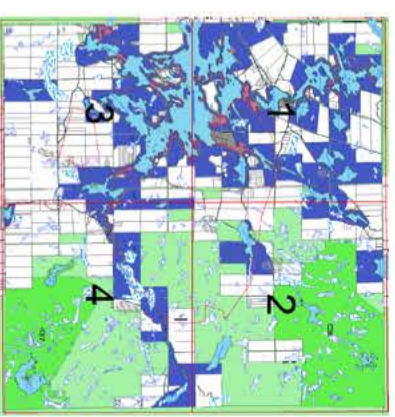n services. The Risk Matrix used to determine the Probability, Consequence, and Assigned Risk Level can be found in the opening pages of this document.

Older buildings typically do not contain the same fire safety and fire protection systems required in newer buildings. This may impact the fire risk in older buildings. Also, how buildings are used can influence the fire risks in each building. For example, industrial chemical storage facilities are likely to present higher fire risks than buildings containing commercial retail activities. The age and type of residential buildings can influence the probability and consequence of fire in those buildings.

These building characteristics can have significant impact on the public fire safety education, Fire Code inspection and enforcement and emergency response activities the fire department may determine are necessary to address the risks.

Past inspection practices and frequencies also can be a factor when considering risk associated with any particular building occupancy classification categories. For instance, a robust inspection program in higher risk occupancies can have a positive influence on mitigating some of the inherent risks associated with that particular type of building. Conversely, a lack of historical inspection data in relation to a particular occupancy classification category also should be considered when determining risk.

Group	Occupancy Classification	Issues/Concerns (i.e. age of buildings; use of buildings; building density, height and area; historic and culturally significant buildings; etc.)	Probability (refer to Table 1 for suggested probability levels)	Consequence (refer to Table 2 for suggested consequence levels)	Assigned Risk Level (refer to the Risk Level Matrix for suggested risk levels)
A	Assembly	-Wood, steel, block, concrete, tile, asphalt shingle -High occupancy -High fire load -Commercial cooking facilities -Significant to the area -Primary EOC	Possible	Moderate	Moderate
B	Detention Occupancies	-Township of McKellar has no Detention Occupancies	N/A	N/A	N/A
B	Care/Treatment Centre's	-Township of McKellar has no Care/Treatment Centre's	N/A	N/A	N/A
C	Single Family Dwelling	-Insufficient or lack of CO and/or Smoke alarms -Insufficient or lack of safe escape planning	Likely	Major	High

		-Insufficient size or quantity of correctly sized fire extinguishers -Lack of residential sprinkler systems for suppression purposes -Remoteness of homes -Difficult access to some residences based on time of year -Difficult access to some residences based on location (water access or terrain issues) -Hoarding or poor housekeeping			
C	Multi Unit Dwelling	-Occupancy -Lack of escape plan	Possible	Moderate	Moderate
C	Hotel/Motel	-Township of McKellar has no Motel/Hotel Occupancies	N/A	N/A	N/A
C	Mobile Homes / Trailers / Cottages	-Insufficient smoke/co alarms -Insufficient safe escape planning -Township has approx.. 130 known trailer sites housing approx. 300 people -Seasonal usage and	Likely	Moderate	Moderate

		access -High fire load -High combustibility due to materials used for construction			
D	Business / Commercial / Personal service / Mercantile	-Small local business (some operated in home) -High fire load -High combustibility -Highly combustible products stored on site -Chemical and flammable liquids -Golf course -Marina	Possible	Moderate	Moderate
E	Industrial/ Industrial site	-Towers -Works garage -Bell communications building	Possible	Major	Moderate

Group A - Inventory

Hemlock Church

-Located at the corner of Centre Rd and Hurdville Rd.
-Currently under renovations.

St. Stephens Church

-Located at Broadbent Rd and Dickinson Rd
-Currently under renovations.

McKellar United Church

-Located at Mary St and Louisa St.
-Open, occupied, regular service.

McKellar Community Centre

-701 Hwy 124
-Full range of services and activities
-Occupied during and after business hours
-Fire Safety Plan located at front door to assembly hall
-Primary Emergency Operations Center
-Backup propane power generator

Camp Kodiak

-End of Kodiak Rd
-Sleepover camp operated seasonally
-Fulltime resident on premises
-Assembly/Mess hall and auditorium on premises

Camp Manitou

-Located on Camp Rd
-Sleepover camp operated
 seasonally
-Assembly/Mess hall

The Ridge at Manitou Golf Course

-Located on Inn Rd
-Maintenance buildings/sheds on Camp Rd
-Assembly building and Restaurant/clubhouse.

Group C - Inventory

Mobile home/trailer/cottage parks

Glenwood Cottages and Marina

-Located on hwy 124
-Seasonal occupation

Candlelight on the Bay

-Located on Centre Rd
-Seasonal Occupancy

Riverlake Campground

-Located on Centre Rd
-Seasonal Occupancy

Armstrong Lake Trailer Park

-Located on 124
-Seasonal/year round occupancy.

Group D - Inventory

Manitouwabing Outpost

-Located on Hurdville Rd
-Fuel on premesis
-Convenience

Tait's Landing Marina

-Located on Hurdville Rd
-Fuel on premesis
-Marina/Mechanical

124 StorAll

-Located on Hwy 124
-Large storage buildings of various construction
-Residence in behind business

McKellar Marine

-Located on 124
-Some fuel on premesis
-Marine/Mechanical

Snack Shack

-Located on Catherine St
-Small kitchen with cooktops and vats
-Outdoor dining
-Has been closed in recent years but may
 reopen

Middle River Farm Store

-Located on 124
-Local farm meats and others

McKellar General Store

-Located at 124 and Centre Rd
-General store, consumer goods and food
-Outdoor propane storage

Beaver Creek Farms

-Located on Centre Rd
-Local farm produce

Group E - Inventory

Bell Communications building

-Located on 124
-Township services have no access

McKellar Roads and Works Department

-Located on hwy 124
-Fuel on premesis
-Heavy equipment and machinery
-Fuel storage

McKellar Fire Station 1

-Located on Sharon Park Dr.
-Secondary Emergency Operations Centre
-Primary evacuation centre for north end of township
-No backup power

McKellar Fire Station 2

-Located on Hurdville Rd
-Third Emergency Operations Centre
-Primary evacuation centre for south end of township
-No Backup power

* O. Reg. 378/18 does not specify which source of this information has to be referenced to complete the risk assessment. Fire departments have the flexibility to choose which source they feel will provide the optimum level of detail they are most comfortable with as an accurate reflection of the building stock in their community. Consideration should be given to consistency in terms of data sources when conducting new risk assessments and annual reviews.

Information related to the Building Stock profile may be obtained from:

-Categorizing buildings in accordance with the Standard Incident Report (SIR)
property classification system which corresponds with the Ontario Building Code
(OBC) occupancy classification system. As the Ontario Fire Code (OFC) requires that buildings be classified in accordance with the OBC, this approach makes it easy to consider issues like the type of construction and fire safety equipment/features that should be present in the different classifications of buildings, based on their size, age, design, and use;

-Municipal building departments that have information regarding the age, number, types, uses, etc. of buildings in the municipality.

-Municipal Property Assessment Corporation (MPAC - www.mpac.ca) data that assesses and classifies all properties within Ontario

-Fire Department pre-plans that identify uses and potential risks within specific buildings or areas of the community.

Critical Infrastructure Profile

Critical Infrastructure Profile

Consider the community's critical infrastructure including electricity distribution, telecommunications, etc. and how they relate to fire and other emergency risks in the community including issues and concerns.

Section	Type of CI	Component	Owner / Operator	Priority 1 highest 2 medium 3 lowest	Issues / Concerns
Electricity	Transmission & Distribution	-Poles, Lines	Hydro One 1877-363-7464	1	-McKellar often has power events where small parts of the township will lose power during or after a storm, often caused by wire interference from downed trees or limbs
	Waterflow Dam	-Dam	MNR	1	
Telecommunications	911 Fire Comm	-Fire Department Radio Signal Repeater	Township	1	-911 access available township wide but can depend on wired or cell usage. -Very poor coverage in some areas of the township when using portable radios, with little or no contact with fire service communication dispatch center
	Telephone (wire lines) Internet Service Providers	-Switching Equip.	Bell Canada 1800-870-3911 Netscape	1	-Telephone lines/cell towers go down -Lack of means of notifying first responders -Commerce relies on operating telephone lines to complete transactions
	Mail Delivery	-Post Office	Canada Post 1800-267-1177	3	

Transportation	Highways and Roads / Bridges	-Middle River / Veterans Bridge -Stewart Pk Bridge -Broadbent Bridge -Inholmes Bridge -Blackwater Bridge -Grey Owl Bridge -Hurdville Bridge -McKellar Lk Culvert	Township	1	-Impacted by weather events, traffic accidents, volume of traffic, damaged due to significant environmental events such as floods, snow and ice affecting bridge / dam / culvert effectiveness -Many are seasonal, once use for logging purposes and not upgraded, other roads just in poor condition -Roads department may not able to fulfill its responsibilities due to unforeseen circumstances
	Snow Removal	-Plows -Sand and Salt storage	Township	1	-Quantity of snow / ice -Mechanical breakdown -Inability to repair equipment or refuel equipment due to disrupted power supply with no backup power in place
Continuity of Government Services	Municipal Offices	-Municipal Offices -Works Garage	Township Township Works	1 2	-Municipal government closed due to extreme weather events, computer hacking, health emergency, disrupted power supply
Public Safety and Security	EOC	-Primary EOC -Secondary EOC -Third EOC	Township office Roads / Works Fire Stn 1	1 2 3	-Unable to operate due to power disruption and lack of back-up power supply at alternative EOC's, computer system failure, health emergency, extreme weather event -Backup power for Township Hall / Primary EOC only
	Emergency Shelters	-Community Center -Works /Roads	Township Township	1 1	-Lack of / or failure of generators -Evacuated due to hazardous materials incident

		-United Church		3	-Unable to accommodate mass numbers of civilians
		-Fire Stn 1	Township	2	-In operation for extended periods of time
		-Fire Stn 2	Township	2	-Food and accommodations/sleeping arrangements
	Fire and Emergency Services	-Fire Stn 1	Township	1	-No Power backup -Inability to fill trucks using in stn water connections
		-Fire Stn 2			-More water access locations needed throughout township
		Police/EMS Mobile assets	Township	1	-May not be available without delay

Infrastructure map

Labels visible on map:

Lodge Lake, Lorimer, GREY OWL ROAD, 0003, Manson Lake, 0002, BALSAM ROAD, McEwen Lake, Ryan Lake, Moffat Lake, 124, Stewart Lake, Clear Lake, McKellar Lake, Armstrong Lake, Brownley Lake, 0001, Fresque Lake, 124, Mary Jane Lake, Oliver Lake, Pirie Lake, Ford Lake, Manitouwabing Lake, CENTRE ROAD, 0008, Little Ruebottom Lake, Manitouwabing River, 0007, Killeen Lake, Wetmore Lake, 0004, HURDVILLE ROAD, DICKINSON ROAD, BROADBENT ROAD, 0005, 0006, HURDVILLE ROAD, Belfry Lake, Proud Lake, BLACKWATER ROAD, Shanty Lake, Dutcher Lake, Loney Lake, 0010, Blackwater Lake
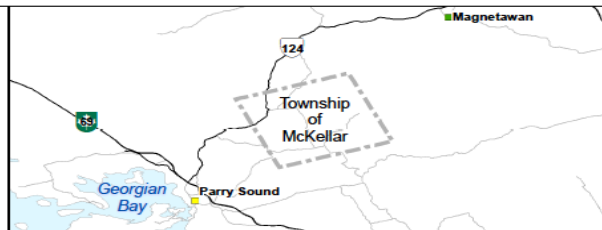
Legend on map:
- ● Township Buildings (Fire, Roads, Community Center, Radio Tower)
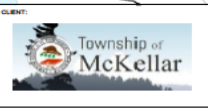- ● Cellular Tower

Legend

- ● Bridge (With Inventory No.)
- ■ Culvert (With Inventory No.)
- Provincial Highway
- Major Road
- Local Road
- Waterbody
- Watercourse
- Municipal Boundary

Location map labels: Magnetawan, 124, Township of McKellar, 69, Georgian Bay, Parry Sound

Overall Bridge Inventory - 2019

Bridge No.	Priority	Bridge Name	Location
0001	7	Veterans Memorial Bridge	Centre Road, 2.70 km E of Highway 124
0003	5	Grey Owl Bridge	Grey Owl Road, 2.40 km W of Highway 124
0004	1	Hurdville Bridge	Hurdville Road, 6.80 km W of Centre Road
0005	6	Stewart Park Bridge	Centre Road, 9.80 km S of Highway 124
0006	4	Broadbent Bridge	Dickinson Road, 0.20 km W of Broadbent Road
0007	2	Inholmes Bridge	Broadbent Road, 7.20 km N of Hurdville Road
0008	3	Ford Bridge	Broadbent Road, 8.70 km N of Hurdville Road

Overall Culvert Inventory - 2019

Culvert No.	Priority	Culvert Name	Location
0002	1	Squaw Lake Culvert	Balsam Road, 4.8 km N of Centre Road
0010	2	Blackwater Road Culvert	Blackwater Road, 2.0 km S of Hurdville Road

*Sourced from Township Asset Management Plan
*Culvert 0002 now on Swan Blvd.

Hydro One Mapping of critical infrastructure

*Hydro infrastructure represents a regular response for Fire Services as the prevalence of outages due to weather emergencies is common, often resulting in lines down or transformer, switch, and pole fires, and poses a significant risk to fire personnel.
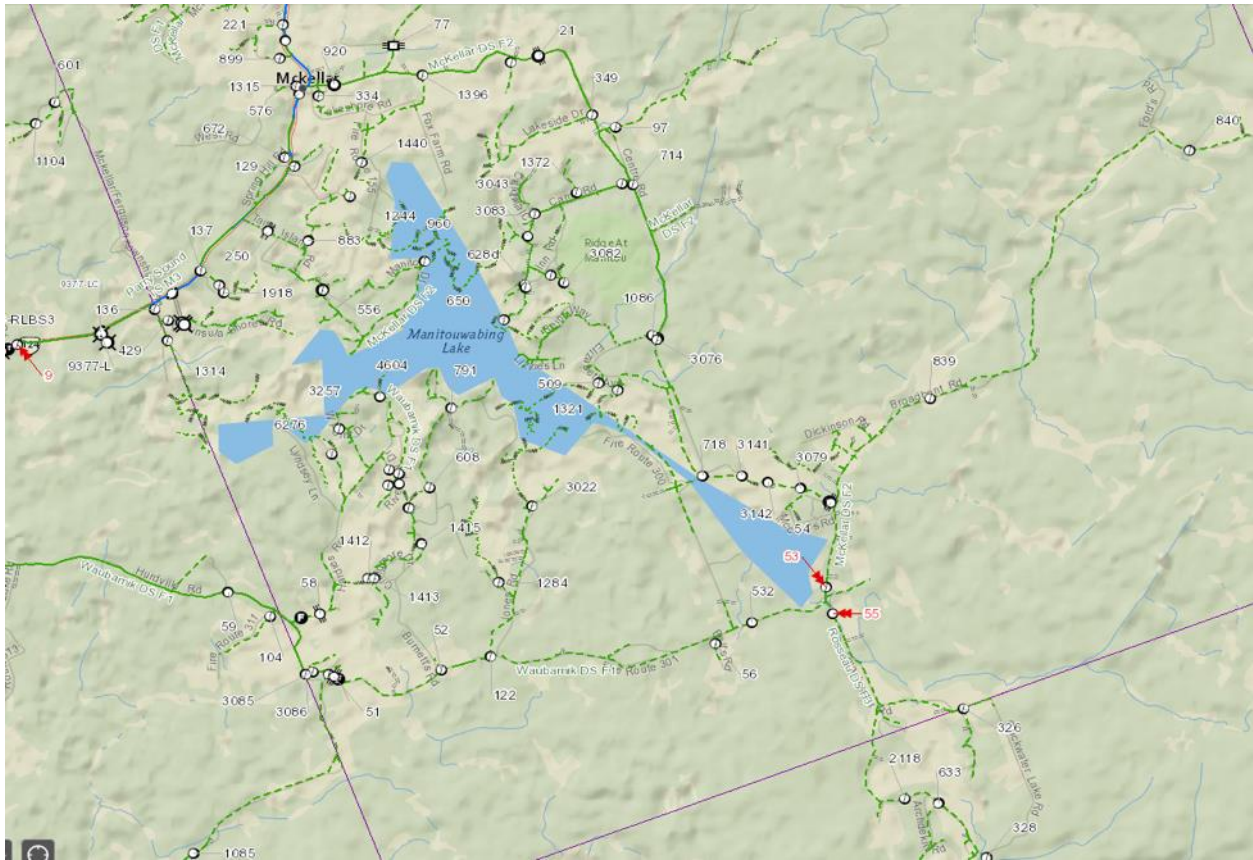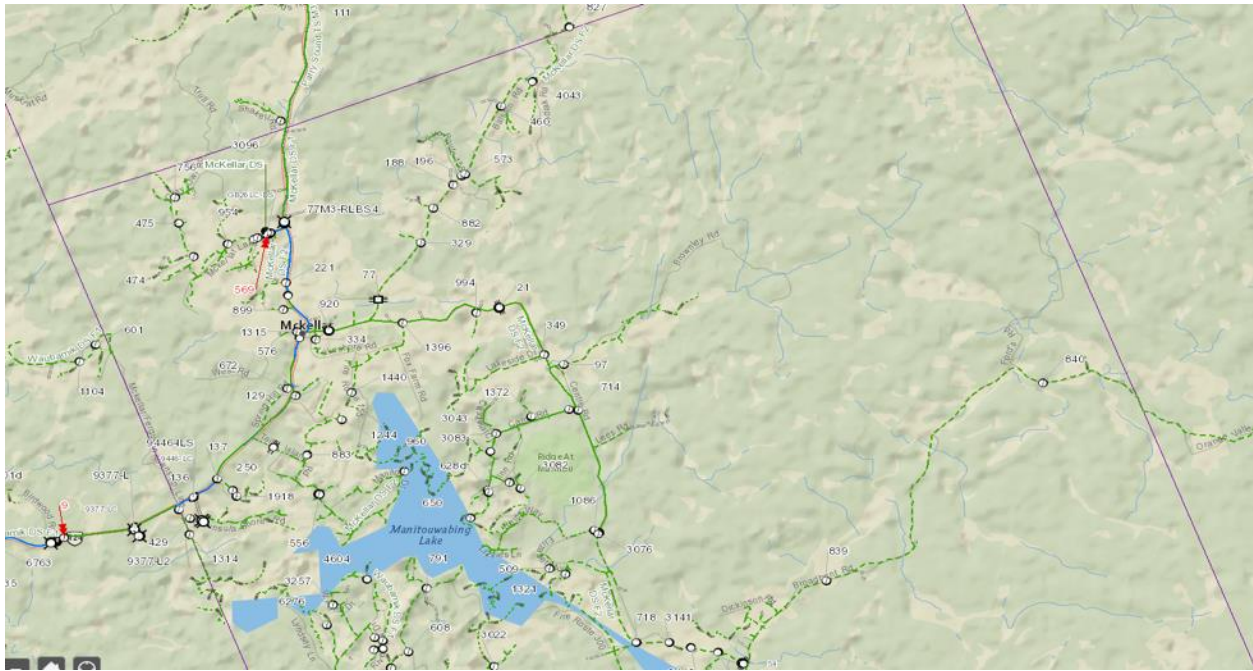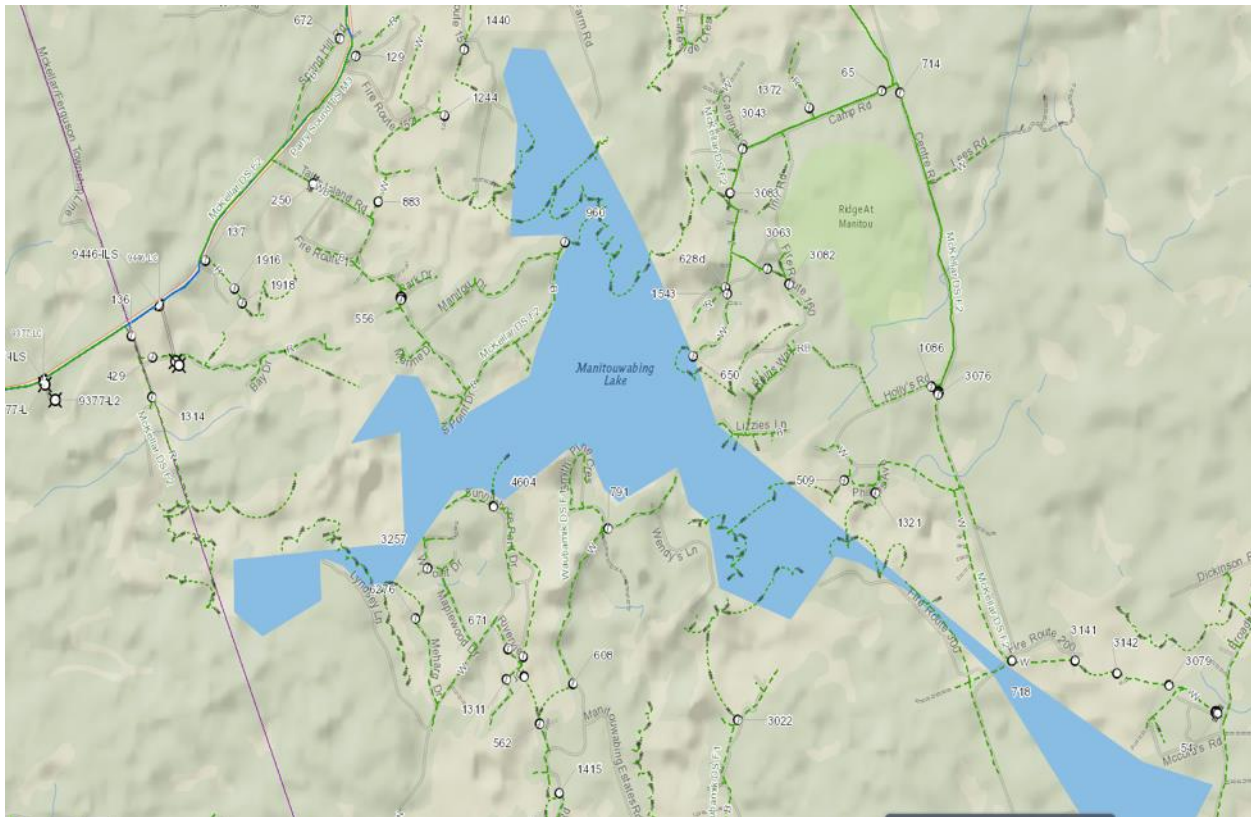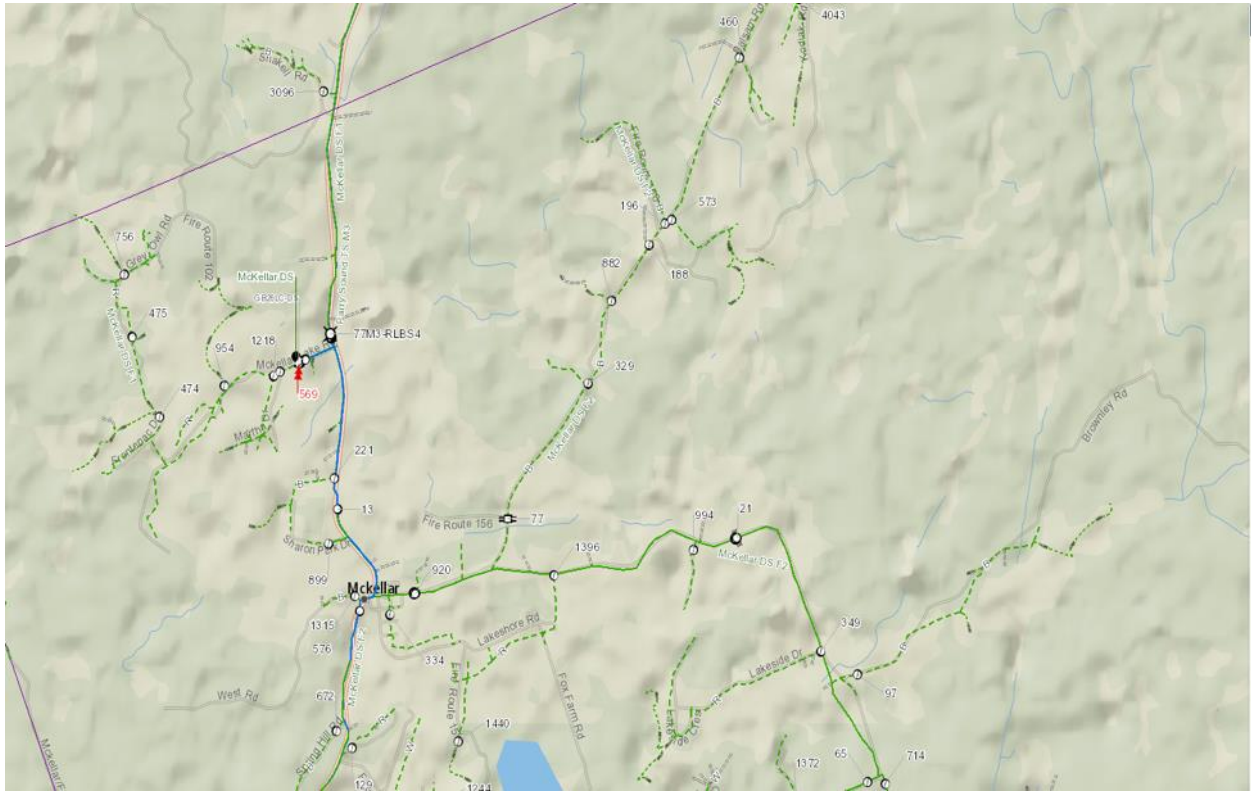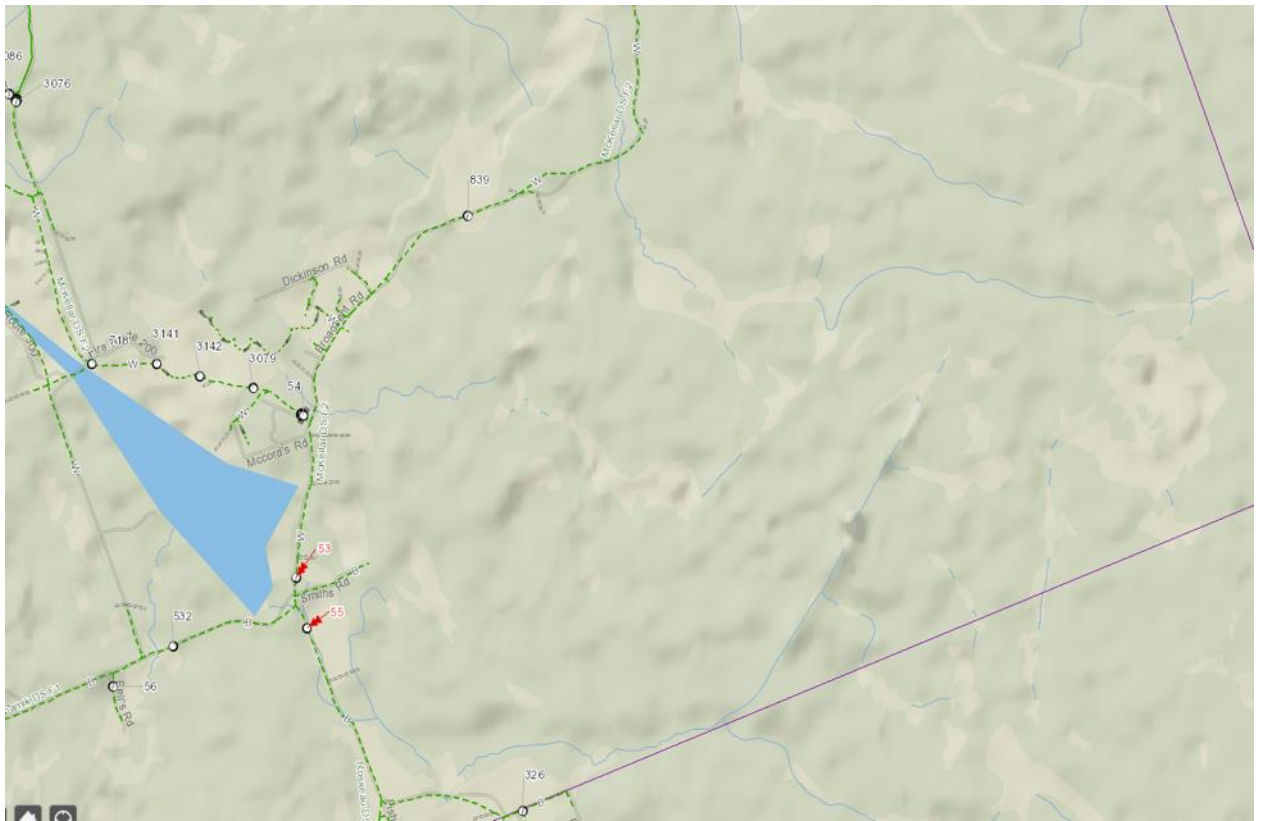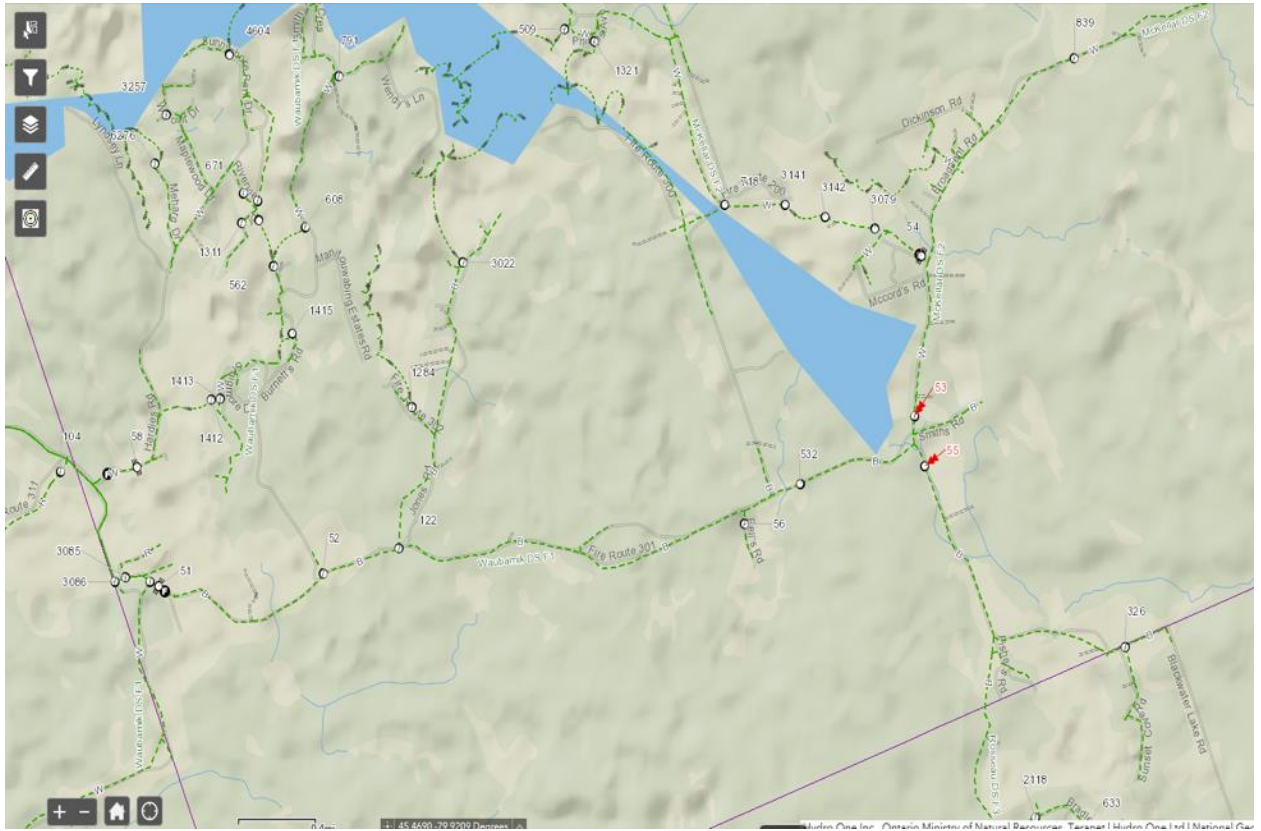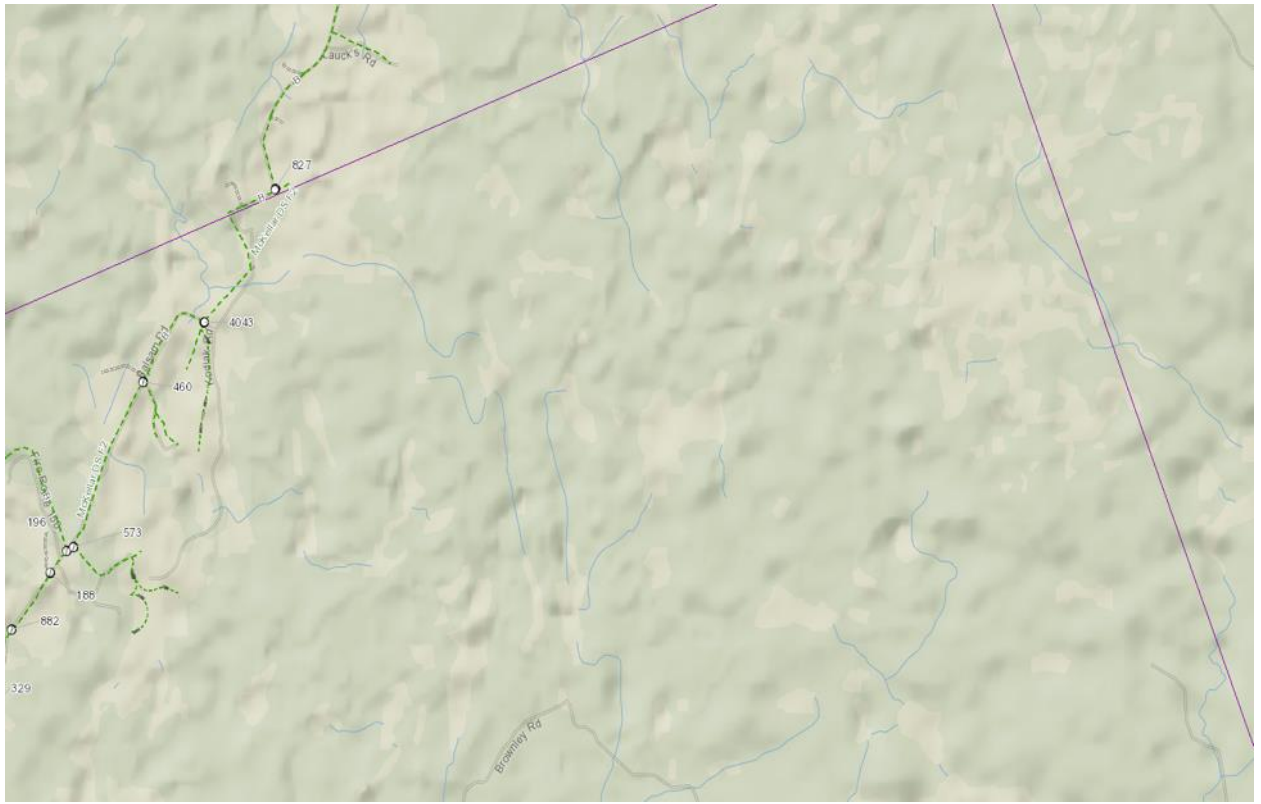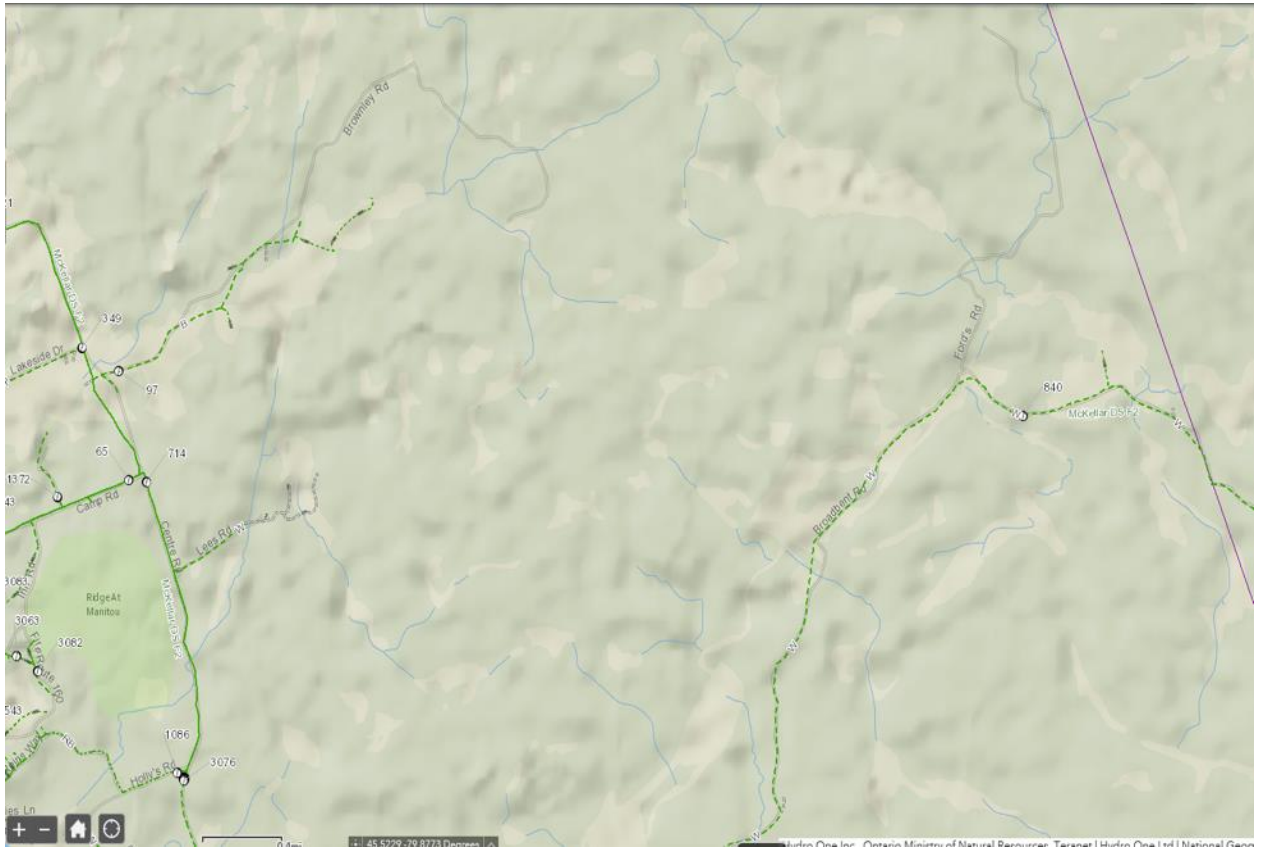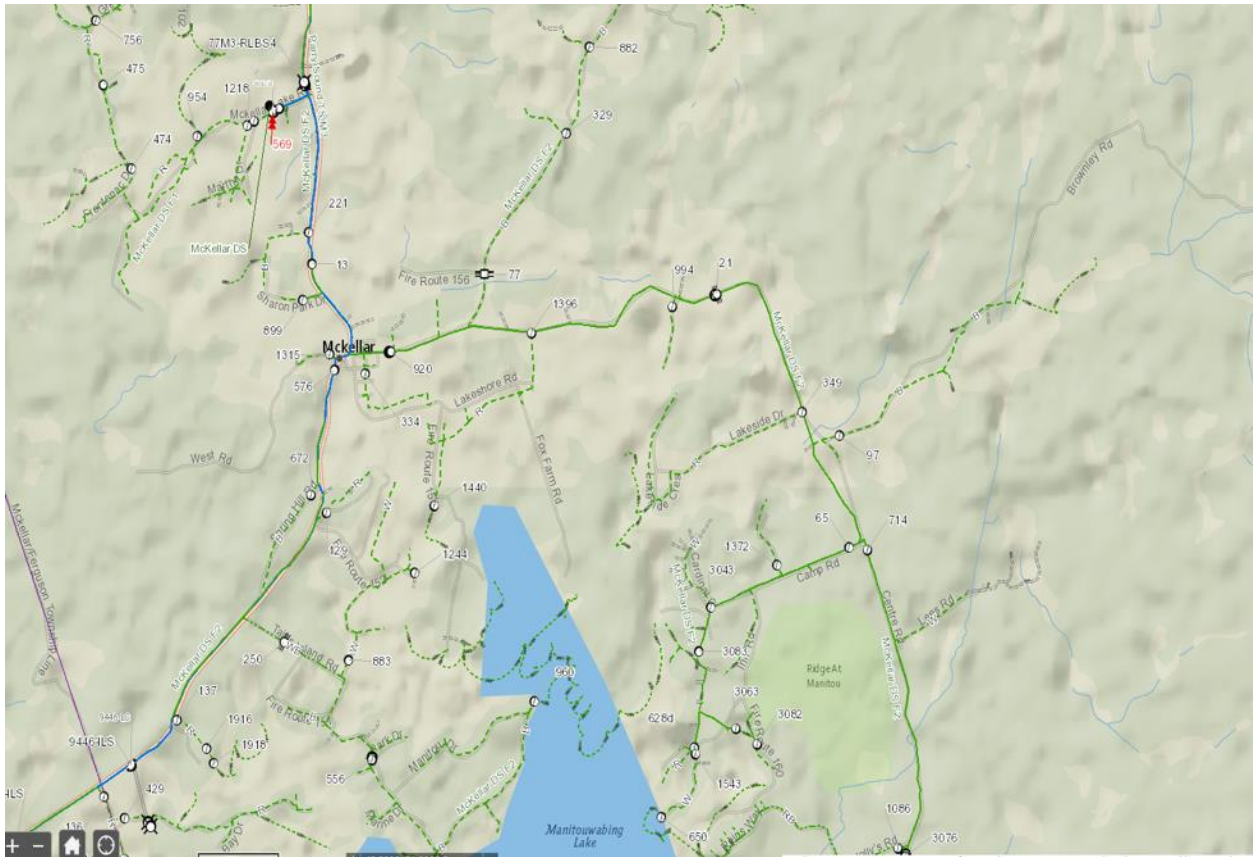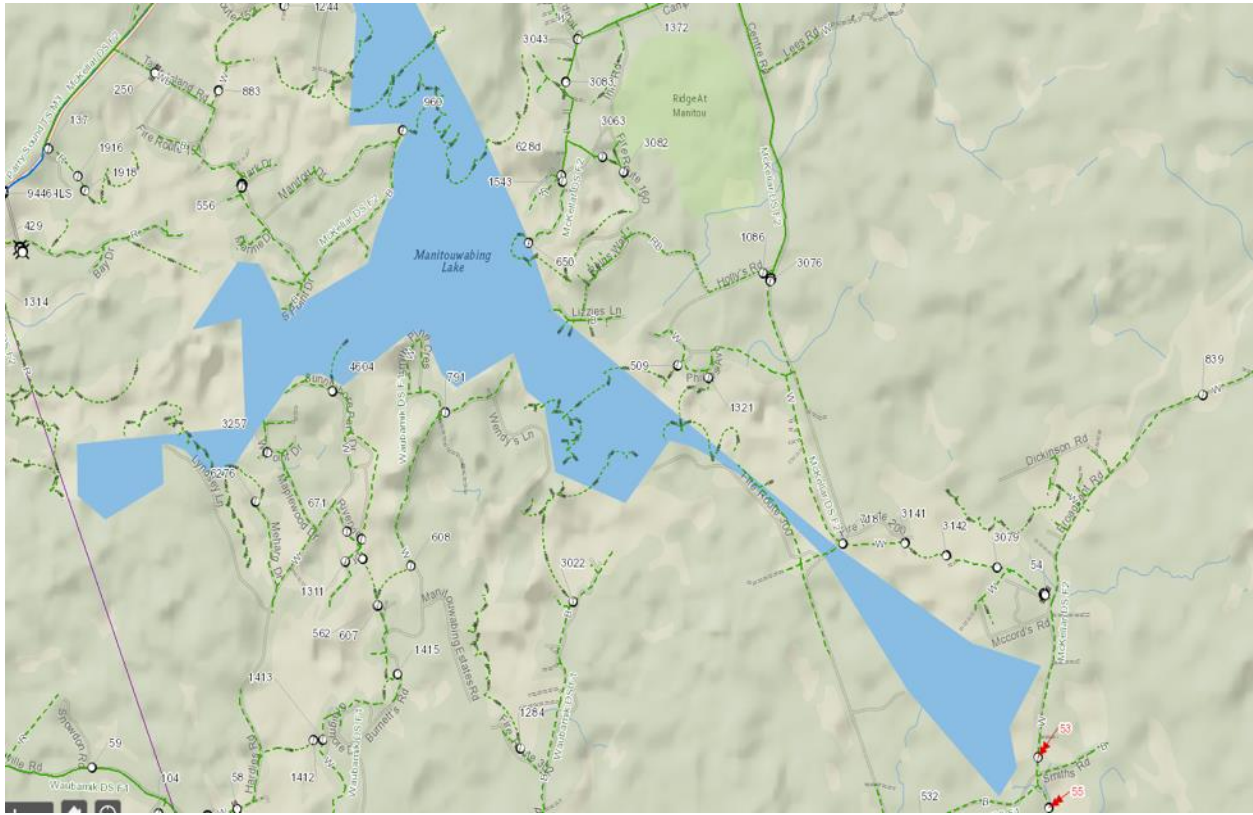
Demographic Profile

Demographic Profile

Consider the characteristics of McKellar's demographic profile to identify potential fire safety issues/concerns. This is meant to help the fire department prioritize its overall risk and decisions about the provision of fire protection services. For example, traditionally older adults, young children, recent immigrants, and people with disabilities are at the highest risk of fire. Knowing if your community has a high number of people in any of these demographic groups helps your fire department prioritize your public fire safety education and Fire Code inspection and enforcement programs.

Demographic profile characteristics to consider include - age, culture, education, socio-economics, transient populations or other unique population characteristics in your community.

The following population distribution chart can assist with identifying high-risk or vulnerable demographic groups in your community.

Population, 2021 and 2016 censuses
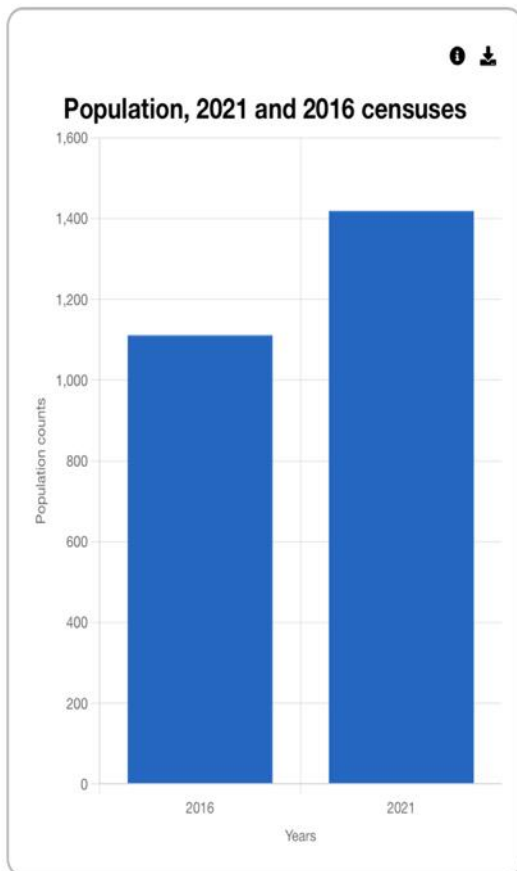
332 — Provincial population rank: 332

National population rank: 1,725 of 4,831

27.7% — In 2021, the enumerated population of McKellar (Township), was 1,419, which represents a change of 27.7% from 2016. This compares to the provincial average of 5.8% and the national average of 5.2%.

32.4% — In 2021, there were 695 private dwellings occupied in McKellar (Township), which represent a change of 32.4% from 2016.

8.1 — The land area of McKellar (Township) is 176.07 square kilometres and the population density was 8.1 people per square kilometre.

Population change for McKellar (Township) and higher level geographies, 2016 to 2021

Average age for McKellar (Township) and higher level geographies, 2021

Population by five-year age groups and gender, McKellar (Township), 2021
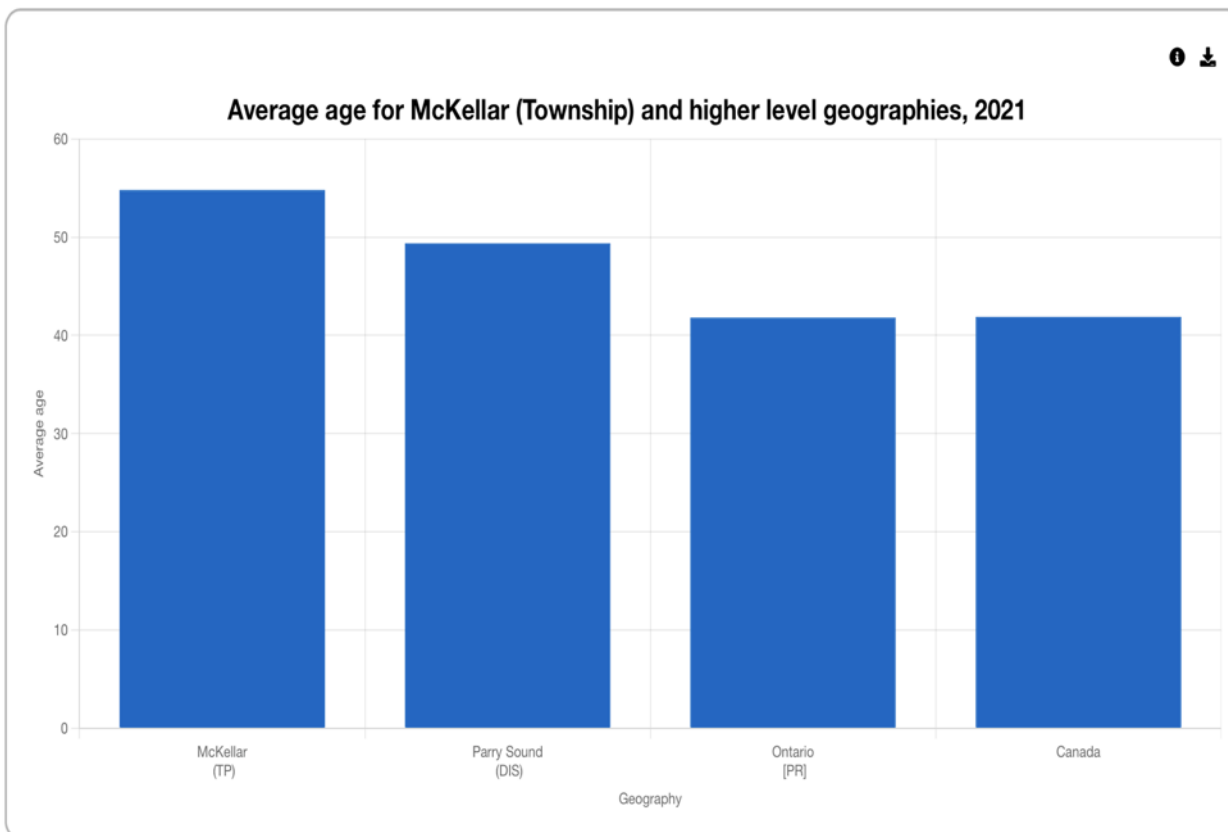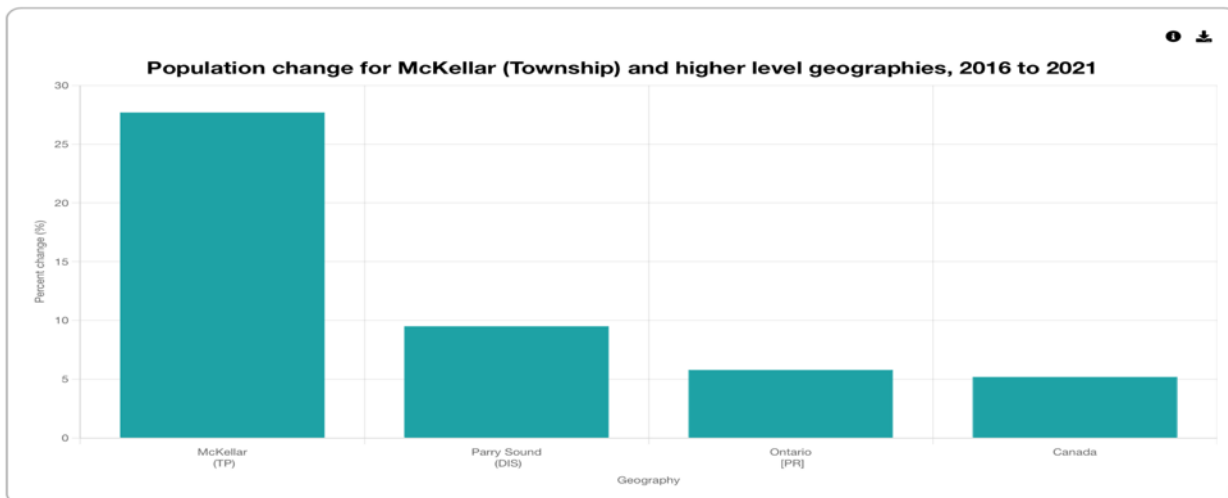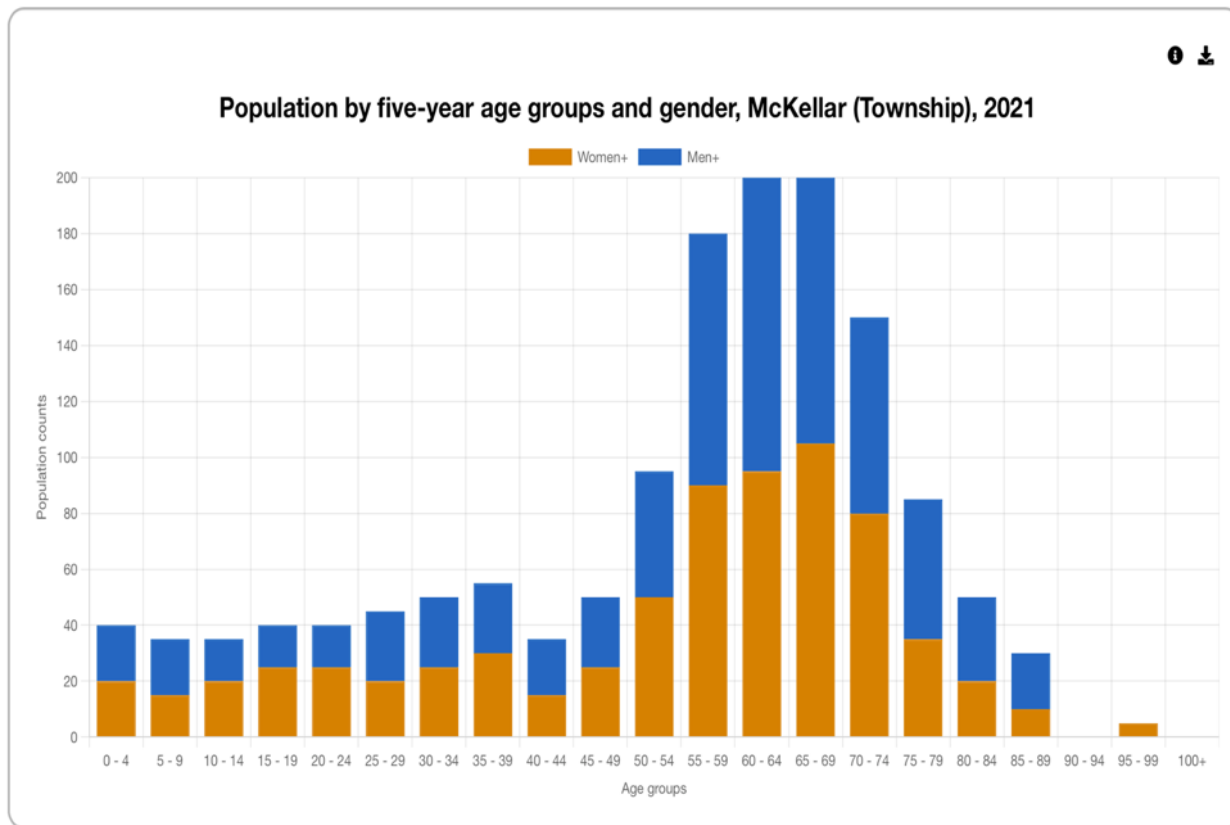
Identified Risk: Seniors (those 65 years and over) are considered to represent one of the highest fire risk groups across the province based on the historical residential fire death rate. According to the 2021 Census, seniors represent 37.5% of the Townships total population.

*Key Finding: Of the Town's total population, 36.9% fall into the age range of 45 to 64, representing a cohort aging towards the seniors demographic of 65 years or older.

*Key Finding: Understanding that the percentage of 65 and older is 37.5% and that children aged 14 and under represent 13.9% of the Town's total population. **These two demographics represent the segments of the population who will require the most assistance by Fire Departments in the event of an emergency. McKellar Fire regularly trains and rehearses search and rescue, and patient removal techniques to help prepare for this.** Fire prevention and education also regularly communicates the need for home escape planning and Smoke and CO detector checks to ensure that residents have the maximum available time to react and get themselves out.

Identifying a community's population by age category is a core component of developing the C.R.A. and identifying specific measures to mitigate risks associated with a specific age group, such as seniors. The 2021 Census identifies a total population of 1,420 for the Township of McKellar. The age distributions of the Town's population in total and by sex can be seen in the below table.

Age Group	Total	Male	Female	Percentage
Total - Age groups of the population - 100% data	1,420	720	705	100.0
0 to 14 years	100	50	55	7.0
0 to 4 years	35	15	20	2.5
5 to 9 years	35	20	15	2.5
10 to 14 years	35	15	20	2.5
15 to 64 years	785	395	390	55.3
15 to 19 years	40	20	25	2.8
20 to 24 years	40	15	25	2.8
25 to 29 years	45	25	20	3.2
30 to 34 years	50	25	25	3.5
35 to 39 years	55	25	35	3.9
40 to 44 years	40	20	15	2.8
45 to 49 years	50	25	25	3.5
50 to 54 years	90	45	50	6.3
55 to 59 years	180	90	90	12.7
60 to 64 years	200	105	95	14.1
65 years and over	530	270	255	37.3
65 to 69 years	200	95	110	14.1
70 to 74 years	150	70	80	10.6
75 to 79 years	85	50	35	6.0
80 to 84 years	55	30	20	3.9
85 years and over	35	20	15	2.5
85 to 89 years	30	20	10	2.1
90 to 94 years	5	0	0	0.4
95 to 99 years	0	0	5	0.0
100 years and over	0	0	0	0.0
Total - Distribution (%) of the population by broad age groups - 100% data	100.0	100.0	100.0	100.0
0 to 14 years	7.0	6.9	7.8	7.0
15 to 64 years	55.3	54.9	55.3	55.3
65 years and over	37.3	37.5	36.2	37.3
85 years and over	2.5	2.8	2.1	2.5
Average age of the population	54.8	55.6	54.2	54.8

McKellar Ethnicity Breakdown (*as per 2021 Sensus)

	2016				2021			
	Number	% of total population	% of visible minority population	Median age	Number	% of total population	% of visible minority population	Median age
Total - Visible minority	1,105	100.0	...	53.7	1,410	100.0	...	61.2
Total visible minority population	25	2.3	100.0	36.0	30	2.1	100.0	...
South Asian	0	0.0	0.0	...	0	0.0	0.0	...
Chinese	0	0.0	0.0	...	0	0.0	0.0	...
Black	0	0.0	0.0	...	0	0.0	0.0	...
Filipino	0	0.0	0.0	...	0	0.0	0.0	...
Arab	0	0.0	0.0	...	0	0.0	0.0	...
Latin American	0	0.0	0.0	...	10	0.7	0.0	...
Southeast Asian	0	0.0	0.0	...	0	0.0	0.0	...
West Asian	0	0.0	0.0	...	0	0.0	0.0	...
Korean	0	0.0	0.0	...	0	0.0	0.0	...
Japanese	0	0.0	0.0	...	0	0.0	0.0	...
Visible minority, n.i.e.	0	0.0	0.0	...	0	0.0	0.0	...
Multiple visible minorities	0	0.0	0.0	...	0	0.0	0.0	...

McKellar Ethnicity Breakdown (*as per community safety plan)
o First Nations – 10

o Metis – 15

o American – 30

o Canadian – 735

o European -487

o Asian – 25

Public Safety Response Profile

Public Safety Response

As required by **O. Reg. 378/18**, the Public Safety Response Profile includes analysis of the types of incidents responded to by other entities in the community, and those entities' responsibilities. These entities could include police, ambulance, fire and other entities that may be tasked with or able to assist in some capacity the collective response to an emergency situation. The following table considers these public safety response characteristics within the Township of McKellar.

Public Safety Response Profile

Identified Public Safety Response Agency	Types of Incidents They Respond To	What is Their Role at the Incident	Issues/Concerns
Ontario Provincial Police	-MVC's -Fire Scenes -Public Safety -Public complaints -Alarm response	-Scene control, traffic control, investigations, safety and security	-Communications
Parry Sound Paramedic Service	-Medical Calls -Fire stand-by	-Take control and provide direction, upon arrival, in the treatment of the sick and injured.	-What level of service will the fire department provide before and after EMS' arrival? -Most likely will assist in a supporting role unless it is a mass casualty event -Response may be from substantial distance away depending on unit availability
Outside Fire Services (Mutual Aid)	-Automatic or Mutual Aid Incidents -Respond to technical rescues/HazMat incidents that are not considered as being Mutual Aid as there may be the need to recover	-Fire Suppression -Cover stations directly involved with the incident -Technical Rescue -Haz Mat Mitigation -Trench Rescue -High Angle Rescue -MVC Extrication	-Fire service may not need to provide full response / may provide more of a supporting response -Initial response in rescue role during technical rescue incidents

	costs from those involved -Bimajitoon Search and Rescue Services		-Be the lead agency during hazmat incidents
St John Ambulance	-Public events in which large number of people in attendance	-Support Parry Sound EMS	-They are not permitted to transport casualties, but able to render medical aid to those injured or ill.
OFMEM	-Suspicious fires, -Any fire in which there is either a civilian or fire fighter fatality, -High dollar loss fires -Fires at retirement or nursing homes	-Investigation - Lead agency working in conjunction with the police	-Delay in response
McKellar Fire Department	-Fires -MVCs -Ice/Water rescues -Tiered medical -Hazmat awareness level -Public Education -Alarms	-Fire cause determination -Rescues -Property conservation -Vehicle extrication	-FF vacancies on the department that are difficult to fill even though there is an ongoing recruitment drive -Long distances to travel -Inadequate radio coverage over the areas of the township, older equipment not ready for current upgrades -Some FFs not attending training sessions -Lack of calls at certain times of year -difficulty maintaining skill sets due to lack of attending training and attending fire calls -high cost of training to meet OFM standards by 2026

			-Do not perform off shore water rescues in a township that holds its waterways as a primary attraction for recreation. -Difficulty meeting NFPA 1720* standards for turn out and response

*NFPA 1720 Standard for response times

Demand Zone*	Demographics	Minimum Staff to Respond**	Response Time (minutes)***	Meets Objective (%)
Urban area	1,000 people per sq. mi.	15	9	90
Suburban area	500–1,000 people per sq. mi.	10	10	80
Rural area	500 people per sq. mi.	6	14	80
Remote area	Travel distance ≥ 8 mi.	4	Directly dependent on travel distance	90
Special risks	Determined by authority having jurisdiction (AHJ)	Determined by AHJ based on risk	Determined by AHJ	90

*Jurisdiction can have more than one demand zone
** Minimum staffing includes members who respond from the AHJ's department and automatic aid
*** Response time begins upon completion of the dispatch notification and ends at the time interval that's shown in the table

(AHJ-Authority Having Jurisdiction)

Community Services Profile

Community Services Profile

As referenced in **O. Reg. 378/18**, the community service profile assessment includes analysis of the types of services provided by other entities in the community, and those entities' service capabilities. This includes the presence or absence and potential abilities of other agencies, organizations or associations to provide services that may assist in mitigating the impacts of emergencies to which the fire department responds. The following sections consider these community service characteristics within the Township of Mckellar.

Community services in the Township of McKellar

Fires and other emergency events can have devastating effects on a community and at times can overwhelm public safety and security agencies' capacity to respond. In an emergency event, community-based agencies, organizations and associations can provide surge capacity to the response and recovery efforts of first responders and a useful resource to call upon if integrated into the emergency management framework of a municipality early on. These types of affiliations can contribute a variety of capabilities essential to response and recovery efforts including support in the areas of communications, health care, logistics, shelter, food and water supply, emergency clothing, and more specialized skill sets.

Investigating new community partnerships and strengthening existing ones may be an effective strategy for consideration towards enhancing the current public fire and life safety education program, fire inspection efforts and emergency response and recovery capabilities of McKellar Fire. The table below lists the community agencies, organizations and associations within the Township of McKellar that could be called upon in such instances as those described above.

Community Services Resources List

Title	Emergency Contact #	Role
Bell Canada	1-888-870-3911 (24hrs)	Bell Canada can be used to fix broken communications lines, cell tower interruptions, Internet interruptions.
Canadian Red Cross	705-674-0737 (Sudbury) 705-721-3313 (Barrie) 705-715-8138	Through a network of trained volunteers throughout the country, the Canadian Red Cross can respond to disasters quickly wherever and whenever they strike. 24 hours a day, 7 days a week.

		Large-scale disasters typically affect more than 25 people or 10 homes in a community.
Children's Aid	705-746-9354	Children's aid societies are responsible for: investigating reports of abuse or neglect of children under 18 and where necessary, taking steps to protect them. looking after children under their care or supervision. counselling and supporting families and placing children for adoption.
Community Care Access Center	1-866-372-8740	The CCACs are the local organizations established by the Ministry of Health and Long-Term Care to give people access to government-funded home and community services and long-term care homes. They also provide information about and connect people to local community support service agencies to arrange services.
Social Services	705-746-7777	Social service workers assist clients in dealing with personal and social problems by delivering counselling, community services and social support programs.
Ambulance (EMS)	911	Ontario's emergency health services system is made up of: Emergency medical services provided through land and air ambulance. Ambulance communication services to connect patients with ambulance care. Base hospital programs that support paramedics and the ambulance system.

Fire Marshall's Office (OFM)	705-564-4550 (Sudbury) 1800-461-2281 (24 hrs)	The primary function of the OFM is to minimize the loss of life and property from fire by assisting municipalities and fire departments to improve fire protection and fire prevention services.
Hydro One	1-877-363-7624 (24 hrs)	Hydro One is a holding company with four subsidiaries, the largest being Hydro One Networks. It operates 98% of the high voltage transmission grid throughout Ontario, and serves 1.4 million customers in rural areas across the province in its capacity as Ontario's largest distribution utility.
Ministry of the Environment (MOE)	1-800-268-6060 (24hrs)	The ministry sets clear policies, standards, rules and regulations to protect the environment and encourage conservation activities. Along with monitoring the environment and enforcing these rules, the ministry looks for innovative approaches to complement legislation and regulations.
Ministry of Natural Resources (MNR)	705-746-4201 1-888-863-3473 (wildfires)	The ministry strives to identify and manage healthy, resilient and diverse ecosystems to provide for sustainable natural resource use. The ministry recognizes the finite capacity of ecosystems and takes into account environmental, social and economic values, impacts and risks. Responds to wildfires and resource land emergencies.
PEOC/EMO	1-866-314-0472 437-424-9433 (field officer)	Through the PEOC , the Chief, EMO is responsible for: Monitoring and assessing potential and/or actual

		emergency situations. Implementing the Provincial Emergency Response Plan (PERP) when the situation warrants. Coordinating response activities between provincial Organizations where required.
Parry Sound Health Unit	705-746-6262 (24 hrs) 705-746-9321 (24hrs)	Our expertise spans the following areas: chronic disease prevention, emergency preparedness, environmental and occupational health, health promotion, injury prevention, infectious disease and microbiology. Operate local ER's and Hospital.
Salvation Army	705-346-0457	The Salvation Army offers practical assistance for children and families, often tending to the basic necessities of life, provides shelter for homeless people and rehabilitation for people who have lost control of their lives to an addiction.
Transport Canada	416-814-7473	Transport Canada has the responsibility and authority to propose and enforce laws and regulations to ensure safe, secure, efficient and clean transportation.
CANUTEC	613-996-6666 (24hrs)	CANUTEC is the Canadian Transport Emergency Centre operated by the Transportation of Dangerous Goods (TDG) Directorate of Transport Canada. The Directorate's overall mandate is to promote public safety in the transportation of dangerous goods by all modes.

*Note The Township of McKellar Emergency Response Plan 2023 (non-public version) can be referenced for a more exhaustive list including contact details and names of those who should not be included in a public facing document.

Hazard Profile

Hazard Profile

As referenced in the O. Reg. 378/18, the hazard profile assessment includes analysis of the hazards within the community, including natural hazards, hazards caused by humans, and technological hazards to which fire departments may be expected to respond, that may have a significant impact on the community. This section considers these hazards within the Township of McKellar.

A hazard is defined as a phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage. Hazards can be natural, human-caused or technological. It is important to identify and consider these hazards from a fire risk, emergency response and overall public safety perspective in order to assist local governments and emergency management personnel plan for the risks within their communities and take the appropriate action to reduce future losses.

The Township completed a review and update of its Hazard Identification and Risk Assessment in 2023 with the update of its Emergency Plan, indicating its commitment to sustaining compliance with the municipality's legislative requirements. The Townships current H.I.R.A. (Hazard Identification and Risk Analysis) assigns likelihood and consequence levels to a list of hazards based on the potential for impacts to people, property and the environment.

Hazard: An event or physical condition that has the potential to cause fatalities, injuries, property damage, infrastructure damage, agricultural loss, damage to the environment, interruption of business, or other types of harm or loss.
Likely: That the listed hazard has occurred in recent memory and is likely to occur again. Possible: The hazard has not occurred in recent memory, but could occur based on prior incidence or "expert" assessment (e.g. a nuclear facility, terrorism, an earthquake) Unlikely: The hazard has never occurred and likely will not occur in the foreseeable future (e.g. a mine emergency where there are no mines)

*The 2023 HIRA in the Emergency Response plan will be updated as required on a yearly review of the plan to reflect the new valuations found below.

HAZARD	LIKELY	POSSIBLE	UNLIKELY
NATURAL EVENTS:			
Drought		X	
Water emergencies		X	
Fires (Forest & Wildland-Urban interface)	X		
Fog		X	
Winter snowstorms/blizzards/ice	X		
Summer lightning/hail/windstorms/tornadoes	X		
Hurricanes			X
Extreme heat/cold		X	
Earthquakes			X
Erosion			X
Landslides/mudslides			X
Subsidence			X
Human Health Emergencies/Epidemics	X		
Agriculture and Food emergencies	X		
Floods			X
TECHNOLOGICAL:			
Building/structural collapse			X
Dam failures			X

Explosions/Fires		X	

Hazardous materials-fixed site		X	
Transportation Incident-hazardous materials, accident (road, air, marine)	X		
Critical infrastructure failures	X		
Power outages/blackouts	X		
Nuclear facility emergencies			X
Radiological emergencies			X
Mine emergencies			X
Petroleum /Gas pipeline emergencies			X
Smog	X		
Space object crash			X
HUMAN EVENTS			
Civil unrest			X
Sabotage			X
Terrorism			X
Civil disorder			X
GTA Event- blackout, nuclear	X		
War and international emergencies			X
OTHER LOCAL HAZARDS			

TOTAL HAZARDS	**10**	**6**	**19**

*The hazards named on this worksheet are hazards listed in Emergency Management Ontario's Provincial Hazard Identification and Risk Assessment

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-01 Updated 2023

Type of Hazard:
Fire (incl. Wildland)
Specific Hazard:
Property damage, possible evacuations, personal injury, lightning strike, downed wires
Facility/Area:
General hazard-entire community, air quality
Lead Time:
0-24 hours, storm watch/warnings, human caused -without warning
Probability: 4
Multiple incidents in last 5 years (incl. wildland, grass, unattended brush)
Consequence: 4
Property damage, destruction of recreation resource, wildlife, displacement of residents if evacuation required, potential loss of life, impact on local economy, hydro outages, transportation stoppages, air quality, labour intensive, loss of basic services access
-High (Fatalities, widespread and severe damage disrupting delivery of essential services, long term disruption of basic services)

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-02 Updated 2023

Type of Hazard:
Winter storms
Specific Hazard:
Blizzards, ice, heavy snowfall
Facility/area:
General Hazard

Lead Time:
Look for storm watch/warnings-hours to days
Probability: 4
Multiple incidents in the last 5 years
Consequence: 4
Property damage, isolation, evacuation, heating centers, hydro outages-see blackout
Home care for seniors/meals and heat, reduced response time for emergency services
Communication failure, transportation stoppages, accessibility to supplies, maintaining essential services, human resource shortage (public works, emergency personnel, snow plow drivers, impact on infrastructure
--High (Fatalities, widespread and severe damage disrupting delivery of essential services, long term disruption of basic services)

Township of McKellar
Hazard Information Sheet

Hazard Sheet # 10-03 updated: 2023

Type of Hazard:
Summer weather events, lightning, hail, windstorms, flooding, tornadoes etc.
Specific Hazard:
Isolation of people in homes, or on roadways, loss of power, property damage
Facility/Area:
General/widespread
Lead Time:

0-several days, look for storm watches/warnings, hours to days
Probability: 4
Multiple incidents in last 5 years.
Consequence: 3
Property damage, clean up, economic loss, people in isolation, potential loss of life, human resource shortage, reduced response time, access to supplies, unsafe buildings, road obstruction, downed power lines, economic loss, home care
-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-04 Updated 2023

Type of Hazard:
Public health emergencies
Specific Hazard:
Pandemics, epidemics, food, water, bacterial, viral
Facility/Area:
General Hazard-entire community, potential for agricultural emergency
Lead Time:
Depends on how virus or infection is spread or where the source is
Probability: 3
One incident in last 5 years
Consequence: 3
Economic loss, people in isolation, potential for loss of life, health services, overwhelmed, loss of emergency responders, human resources issues, defining essential services, continuity of services, impact on health care facilities and staff, disposal of human remains (religion) contaminations, security, protection of pharmaceuticals, number of beds, availability of supplies, mental health issues, economic impact=are people working, care of people in homes.
-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-05 Updated 2023

Type of Hazard:
Agricultural Emergencies: Animal health/insect or bacterial infections, Ontario Foreign Animal Disease Plan (Province), Health of Animals Act (Federal)
Specific Hazard:
Animal Diseases
(see list of eight identifiable diseases) Insect/biological infestations (eg. Asian Long Horn Beetle)
Facility/Area:
General Hazard-entire agricultural community, Typically a "top-down" emergency, lead by Canadian Food Inspection Agency (Federal) and Ministry of Agriculture and Food.
Lead Time:
Depends on how virus or infection is spread or where the source is, identifying the initial source of the hazard, ability for CFIA authorities to identify and isolate the nature of the illness
Probability: 1
No incidents in the last 15 years
Consequence: 3
Reliance on local government emergency program infrastructures, identification of livestock destruction/and disposal sites, enforcement of CIFA directives (quarantines), economic impact (farm failures), public fear and anxiety (response to public concerns) protecting front line personnel, volunteers and farm workers, supplies of protective equipment, implementations of movement controls, road signage, barriers/road blocks, communications. Use of Municipal EOC, public health and food safety programs/initiatives.
-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-06 Updated 2023

Type of Hazard:
Transportation Incidents (hazardous materials accident)
Specific Hazard:
Traffic accident, hazardous material spill, weather hazard, commercial transport

Facility/Area:

Entire community, Highway corridor, Marine-surrounding area based on material involved

Lead Time:

None-maybe weather dependent

Probability: 3

One incident in the last 5 years

Consequence: 3

Potential loss of life, environmental damage, personal injury, highway closure, property damage, economic impact, special consideration for clean-up, evacuation, delays in transportation, re-routing

-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)

Township of McKellar

Hazard Information sheet

Hazard Sheet #10-07 Updated 2023

Type of Hazard:

Critical Infrastructure

Specific Hazard:

Bridge or dam collapse, road network, destruction of hydro or telecommunications

Facility/Area:

All or part of the community

Lead Time:

0-several days

Probability: 2 (4 for Hydro and telecommunications, road interuptions)

Last incident 5-15 years ago (Hydro interruptions common, road and culvert washout seasonally common)

Consequence: 3-4

Potential loss of life, property damage, economic loss, difficulty in responding

-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)
-High Fatalities (widespread and severe damage disrupting delivery of essential services, long term disruption of basic services)

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-08 Updated 2023
Type of Hazard:
Power outages/blackouts
Specific Hazard:
Loss of electricity, heat, water, road, communications
Facility/Area:
General Hazard-entire community
Lead Time:
None, weather related, watch for storm warnings/watches
Probability: 4
Multiple incidents in last 5 years
Consequence: 2-4
Winter- vulnerable populations, damage to households, pipes freezing, heat loss, food spoilage, sanitation, inoperable vehicles, communications, fuel, access to cash, continuity of services
Summer- vulnerable populations, elderly confined to keep cool, food spoilage, water supply private systems, communications, economic impact, continuity of services, fuel, radio signals and sanitation
-Limited (injuries, minor or localized damage)
-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service
-High Fatalities (widespread and severe damage disrupting delivery of essential services, long term disruption of basic services)

Township of McKellar
Hazard Information sheet

Hazard Sheet #10-09 Updated 2023

Type of Hazard:
Smog
Specific Hazard:
Smog, typified by poor air quality, often including high levels of particulate matter
Facility/Area:
General Hazard-entire community, impact on the vulnerable population (elderly, heart and chronic respiratory

disease)

Lead Time:

Often associated with heat events, closely monitored by Environment Canada and subject to air quality advisories

Probability: 2

Last incident 5-15 years ago

Consequence: 2-3

Significant increase in distress calls for first responders, increased demands, care/emergency facilities may require "shelter in place" for vulnerable population/individuals, negative impact on tourism

PUBLIC AWARENESS: to reduce use of motorized equipment, reduction of services to essential level, health warnings, reduce activity

-Limited (injuries, minor or localized damage)

-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)

Township of McKellar

Hazard Information sheet

Hazard Sheet #10-10 Updated 2023

Type of Hazard:

GTA Event

Specific Hazard:

A specific event in the GTA resulting in the migration of people to summer residences in large numbers

Facility/Area:

General Hazard

Lead Time:

Media warning, news coverage, length of travel time

Probability: 3

One incident in last 5 years

Consequence: 2-3

Public health issues, food/water supplies, continuity of services, financial institutions unavailable, fuel supply

-Limited (injuries, minor or localized damage)

-Substantial (widespread injuries, widespread and/or severe damage, temporary disruption of service)

Economic Profile

Economic Profile

As referenced in **O. Reg. 378/18**, the economic profile assessment includes analysis of the economic sectors affecting the community that are critical to its financial sustainability. This involves economic drivers in the community that have significant influence on the ability of the community to provide or maintain service levels.

To reduce potential losses, the fire services can consider increasing public fire and life safety activities that focus on fire safety concerns within facilities or focus on fire safety inspections to reduce the probability of an incident occurring at one of these sites.

Economic Profile

Identified Occupancy	Key Risk	Probability (refer to Table 1 for suggested probability levels)	Consequence (refer to Table 2 for suggested consequence levels)	Assigned Risk Level (refer to the Risk Level Matrix for suggested risk levels)
Convenience Stores/farm market	Fire	Rare	Moderate	Low
Convenience Stores/farm market	Weather Event	Unlikely	Minor	Low
Convenience Stores/farm market	Power Outage	Likely	Minor	Moderate
Convenience Stores/farm market	Telecommunications Disruption	Possible	Insignificant	Low
Restaurants/ Food Outlets	Weather Event	Unlikely	Minor	Low
Restaurants/ Food Outlets	Telecommunications Disruption	Possible	Minor	Moderate
Restaurants/ Food Outlets	Power Outage	Likely	Minor	Moderate

Restaurants/ Food Outlets	Fire	Rare	Moderate	Low
Small Business	Fire	Rare	Moderate	Low
Small Business	Weather Event	Unlikely	Minor	Low
Small Business	Power Outage	Likely	Minor	Moderate
Small Business	Telecommunications Disruption	Possible	Minor	Moderate
Marina	Fire	Rare	Moderate	Low
Municipal Operations	Weather Event	Possible	Major	Moderate
Municipal Operations	Flooding	Likely	Moderate	Moderate
Municipal Operations	Power Outage	Likely	Moderate	Moderate
Municipal Operations	Cyber Attack	Rare	Major	Moderate
Municipal Operations	Fire	Rare	Moderate	Low
Municipal Operations	Wildland Fires	Rare	Major	Moderate
Municipal Operations	Road Closure of Long Duration	Possible	Moderate	Moderate
Municipal Ice Pad	Power Outage	Possible	Insignificant	Low
Municipal Ice Pad	Weather Event	Possible	Insignificant	Low
Municipal Roadways	Hazardous Materials Incident	Possible	Moderate	Moderate
Campgrounds/Seasonal Lodging	Fire	Rare	Major	Moderate
Campgrounds/Seasonal Lodging	Weather Event	Possible	Moderate	Moderate
Vulnerable Occupancies	Fire	Rare	Moderate	Low
Vulnerable Occupancies	Weather Event	Possible	Minor	Moderate

Past Loss and Event History Profile

Past Loss and Event History

As referenced in **O. Reg. 378/18**, the past loss and event history profile assessment includes the analysis of a community's past emergency response experience, including the number and types of emergency responses, the number of injuries and fatalities, the amount of dollar loss as a result of fires, and a comparison of the community's historical fire loss statistics with provincial fire loss statistics. The evaluation of previous emergency response data has shown to be an effective tool to inform a municipality's decision-making process with regards to future fire protection services and programs, including enhanced public fire and life safety education and fire safety inspection programs. The following sections consider these past loss and event history characteristics within the Township of McKellar.

Past Loss and event history profile

Analysis of a community's historical emergency response data provides valuable insight into understanding the specific fire protection trends that may be present. Expanding this analysis to include assessing the life safety and fire risks in relation to provincial statistics provides a foundation for evaluating where specific programs or services may further enhance the fire prosecution services being provided.

Total calls over 3 years of data - 329

RESPONSE CALENDAR

December 5%
January 2%
February 6%
March 5%
April 4%
May 7%
June 11%
July 16%
August 13%
September 8%
October 12%
November 11%
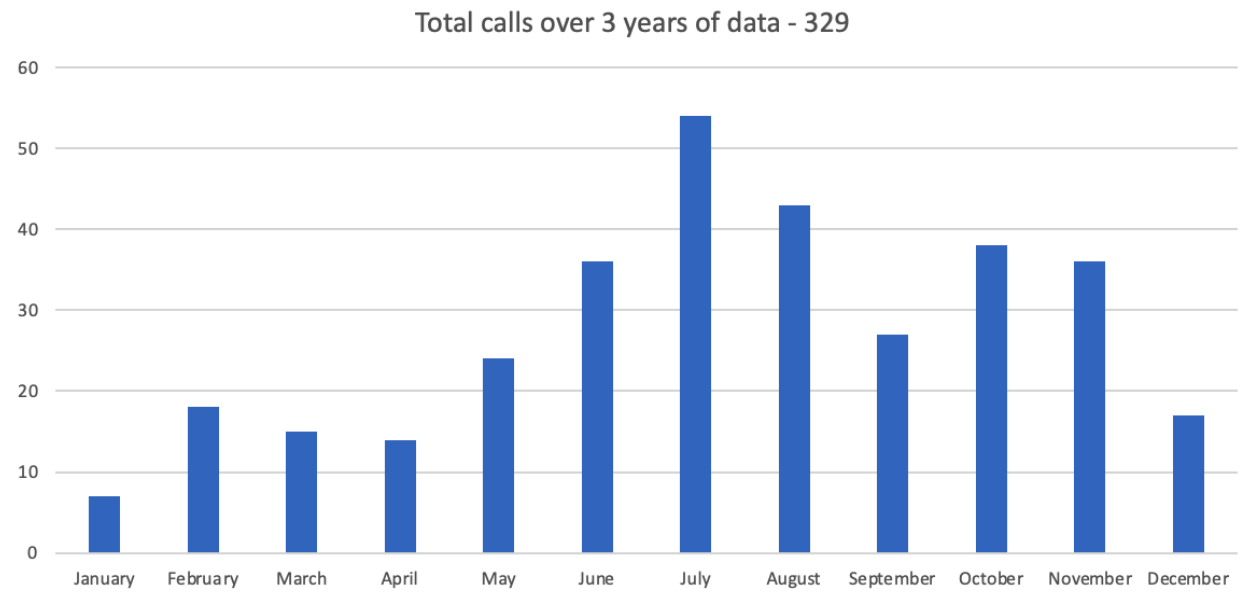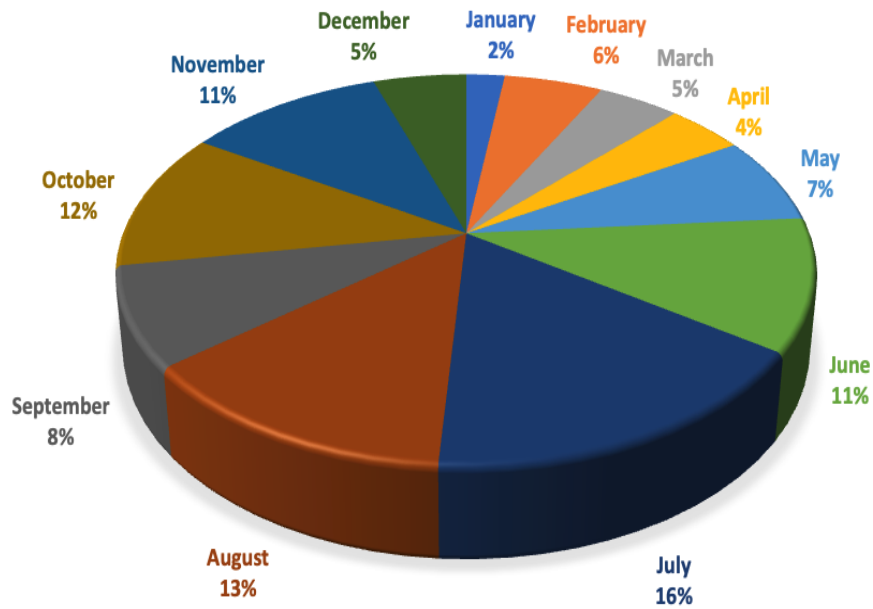
As can be expected with McKellar's growth rate, overall call volume has been increasing. On average, over the past 3 years, call volume has had the following make-up:

MCKELLAR FIRE RESPONSE TYPES

other 7%
Fire 4%
false alarm 4%
burning complaint 2%
Public hazard 5%
mvc and rescue 4%
medical 74%
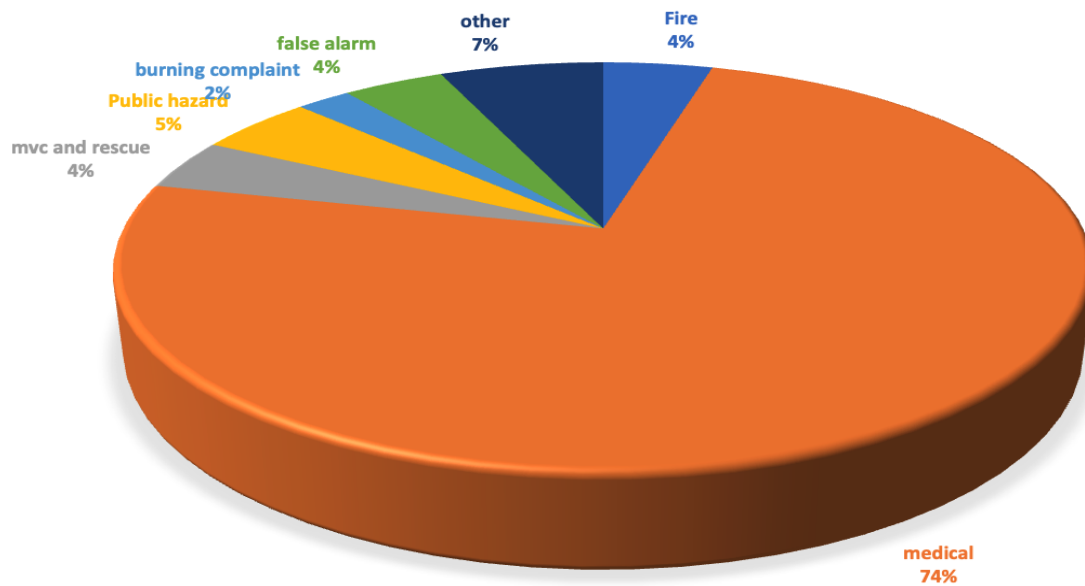
*It is expected that as this area continues to be settled by primarily people between the ages of 45-80 that the call volume, especially medical assistance, will continue to rise. As stated earlier, the age demographics of 0-14 and 65+ require the most assistance by Fire Departments in the event of an emergency.

McKellar 2021-2023

Group	Occupancy Classification	Fires	% of Structure Fires	Fire Loss	% of Fire Loss	Fire Deaths / Injuries
Group A	Assembly	0	%	$	%	0
Group B	Care or Detention	0	%	$	%	0
Group C	Residential	4	% 28.57	$ 150,000	100%	1 injury
Group D	Business and Personal services	0	%	$	%	0
Group E	Mercantile	0	%	$	%	0
Group F	Industrial	0	%	$	%	0
Other	Not Classified within the O.B.C.	10	% 71.42	$ 500	%	0
Farm	Classified within the N.F.B.C.	0	%	$	%	0
Total		14	100%	$ 150,500	100%	1 Injury

Of the Group C (Residential Fires) 1 non-serious injury was sustained by a member of the public while attempting to extinguish. Chimney fires due to inadequate cleaning, and fireplace area fires due to inappropriate storage of burning materials were the main culprits of ignition. $150,000 of total loses occurred in one incident consisting of interior cosmetic damage and some structural damage. Remaining group C fires were limited to chimney's and were not assigned a dollar loss at the time.

Other category fires involved mainly open land and were a mixture of both accidental and non-accidental in nature. 1 Vehicle was categorized here with an assigned value of $500.

Approximate deployment stats per vehicle in Fire fleet 2022

Vehicle	Station	Fire Deployments approx. 2022	Medical Deployments approx..2022
Rescue 1	1	24	68
Pumper 1	1	31	3
Tanker 1	1	5	0
Rescue 2	2	25	57
Tanker 2	2	12	0
Rescue 3	2	1	0

*Fire Deployments includes – Fires, False Fires, Alarms, CO Alarms, Motor Vehicle Collisions, Mutual Aid, Public Hazards, Burning Complaints
*Software limitations currently make it difficult to assess if an apparatus was dispatched to a call and canceled prior to leaving. Software limitations also make it difficult to pinpoint hot spots within the township where the most responses happen to display on a map.
*limitations for driver ability not calculated. i.e. were no DZ drivers available?
*Multiple vehicles capable of responding to call types. i.e. not uncommon for Rescue 1 and Rescue 2 to respond together to a medical call. Pump 1 and Rescue 1 or 2 to an MVC. Etc...For Firefighter safety it is encouraged that Firefighters do not respond alone to incidents, even if that means a single responder on multiple apparatus meet up on scene.

MNR Assessment Breakdown of McKellar Fire's Wildland Response Profile.

Fire Department Information:	Fire Stn 1 (Insert Stn I.D)	Fire Stn 2 (Insert Stn I.D)
Station Name:	Sharon Park	Hurdville rd
10 Year Average Wildland Fire Calls:	2	2
Personnel: Municipal Chief District Chiefs	1 1	

Captains	2	2
Lieutenants	0	0
Fire Fighters	10	12
Other:		
Wildland Fire Training:	SP103: 12	SP103: 12
	Air Attack:	Air Attack: 1
	SP230:	SP230: 1
Personnel Availability		
Weekdays 11 to 18:00 hrs	some	some
Weekend Availability	most	most
Overnight Availability	most	most
Dispatch Time to Respond to Wildland fire Call (Estimate)	15	15
Fire Hall Monitor MNRF Indices:		
Apparatus		
Specialized Fire Vehicle	2	2
Engines/Pumpers	1 Pumper	
Water Tenders/Tankers	1 Tanker/pumper	1 Tanker Pumper
Off Road 4x4, or light transport vehicle	1 rescue	
ATV		
Fire Boat	0	
Trailers. IC Command Post	1	
Other:		1 rescue (old ambulance)
Fire Line Equipment		
Forestry Hose – (feet)	200	200

Portable Fire Pumps	1 wajax	1 wajax, 1 honda
Port-a-Tank	1	1
Shovels	3	3
Pulaski	2	2
Rakes	1	1
Backpack Water Can	3	3
Chainsaws	1	1
Heavy Equipment Rental Available	Y	Y
Other:	Sprinkler kit	

*Wildland Fire calls at current reflect a small percentage of the townships overall fire response. Natural causes, negligence as well as malicious intent all play a role in the prevalence of these fires. A year where average temperatures are high and relative precipitation is low can yield a significant change in the number of Wildfire calls McKellar Township will have to deal with. McKellar has taken steps towards increasing the stock of Wildfire equipment and gear, as well as training to provide as adequate a response as possible to these types of calls. McKellar's MNR agreement was adjusted in 2023 in an attempt to limit the difficult to reach areas of the township which we are responsible for and have them assumed by the MNR. The current strategy is such that the MNR assumes fire control of vacant lands more than a few hundred meters from a navigable roadway. Remote water access only areas remain a challenge and will continue to require the use of mutual aid boats for their response until such a time as the Fire Department can attain one.

Calls by response type report

McKellar Township Fire Department (4928-00)

2021

Year Total (All Types):

Total All Calls:	98	(100%)

Fires

		Calls	% of year	Injuries	Fatalities	Estimated loss
Property fires/explosions	Fire	6	6.12%	0	0	501
	Explosion	0	0%	0	0	0
	No loss outdoor fire	1	1.02%	0	0	0
	Total	**7**	**7.14%**			

Other Calls

		Calls	% of year	Injuries	Fatalities	Estimated loss
Medical/resuscitator call	Accident or illness related - cuts, fractures, person fainted, etc.	9	9.18%	0	0	0
	Alcohol or drug related	3	3.06%	0	0	0

		Calls	% of year	Injuries	Fatalities	Estimated loss
	Asphyxia, Respiratory Condition	7	7.14%	0	0	0
	Chest pains or suspected heart attack	11	11.22%	0	0	0
	Medical/resuscitator call false alarm	1	1.02%	0	0	0
	Other Medical/Resuscitator Call	30	30.61%	0	0	0
	Oxygen administered	2	2.04%	0	0	0
	Vital signs absent, DOA	3	3.06%	0	0	0
	Total	**66**	**67.35%**			
Other response	Assistance to Other Agencies (exc 921 and 922)	2	2.04%	0	0	0
	Assistance to Police (exc 921 and 922)	1	1.02%	0	0	0
	Assisting Other FD: Other	2	2.04%	0	0	0
	Other Response	2	2.04%	0	0	0
	Total	**7**	**7.14%**			
Pre fire conditions/no fire	Other Cooking/toasting/smoke/steam (no fire)	1	1.02%	0	0	0
	Total	**1**	**1.02%**			
Public Hazard	Power Lines Down, Arcing	1	1.02%	0	0	0
	Total	**1**	**1.02%**			
False fire calls	Alarm System Equipment - Accidental activation (exc. code 35)	1	1.02%	0	0	0
	Alarm System Equipment - Malfunction	2	2.04%	0	0	0
	Human - Perceived Emergency	5	5.10%	0	0	0
	Other False Fire Call	1	1.02%	0	0	0
	Total	**9**	**9.18%**			
CO False calls	CO false alarm - equipment malfunction (no CO present)	2	2.04%	0	0	0
	Total	**2**	**2.04%**			
Burning (controlled)	Open air burning/unauthorized controlled burning (no	1	1.02%	0	0	0

		Calls	% of year	Injuries	Fatalities	Estimated loss
	uncontrolled fire)					
	Total	1	1.02%			
Rescue	Vehicle Collision	4	4.08%	0	0	0
	Total	4	4.08%			

Calls by response type report

McKellar Township Fire Department (4928-00)

2022

Year Total (All Types):

Total All Calls:	105	(100%)

Fires

		Calls	% of year	Injuries	Fatalities	Estimated loss
	Fire	4	3.81%	0	0	150000
Property fires/explosions	Explosion	0	0%	0	0	0
	No loss outdoor fire	2	1.90%	0	0	0
	Total	6	5.71%			

Other Calls

		Calls	% of year	Injuries	Fatalities	Estimated loss
Medical/resuscitator call	Accident or illness related - cuts, fractures, person fainted, etc.	12	11.43%	0	0	0
	Alcohol or drug related	1	0.95%	0	0	0

		Calls	% of year	Injuries	Fatalities	Estimated loss
	Asphyxia, Respiratory Condition	9	8.57%	0	0	0
	Chest pains or suspected heart attack	4	3.81%	0	0	0
	Medical Aid Not Required on Arrival	1	0.95%	0	0	0
	Medical/resuscitator call false alarm	1	0.95%	0	0	0
	Medical/resuscitator call no action required	1	0.95%	0	0	0
	Other Medical/Resuscitator Call	36	34.29%	0	0	0
	Seizure	2	1.90%	0	0	0
	Vital signs absent, DOA	3	2.86%	0	0	0
	Total	70	66.67%			

Other response	Assistance not required by other agency	2	1.90%	0	0	0
	Assistance to Other Agencies (exc 921 and 922)	1	0.95%	0	0	0
	Assisting Other FD: Mutual Aid	6	5.71%	0	0	0
	Other Public Service	1	0.95%	0	0	0
	Other Response	1	0.95%	0	0	0
	Total	**11**	**10.48%**			
Public Hazard	CO incident, CO present (exc false alarms)	2	1.90%	0	0	0
	Power Lines Down, Arcing	6	5.71%	0	0	0
	Total	**8**	**7.62%**			

False fire calls	Human - Perceived Emergency	1	0.95%	0	0	0
	Total	**1**	**0.95%**			
CO False calls	CO false alarm - equipment malfunction (no CO present)	1	0.95%	0	0	0
	Total	**1**	**0.95%**			
Burning (controlled)	Open air burning/unauthorized controlled burning (no uncontrolled fire)	3	2.86%	0	0	0

		Calls	% of year	Injuries	Fatalities	Estimated loss
	Total	**3**	**2.86%**			
Rescue	Vehicle Collision	5	4.76%	0	0	0
	Total	**5**	**4.76%**			

Calls by response type report

McKellar Township Fire Department (4928-00)

2023

Year Total (All Types):

| Total All Calls: | 124 | (100%) |

Fires

		Calls	% of year	Injuries	Fatalities	Estimated loss
Property fires/explosions	Fire	1	0.81%	0	0	0
	Explosion	0	0%	0	0	0
	No loss outdoor fire	0	0%	0	0	0
	Total	**1**	**0.81%**			

Other Calls

		Calls	% of year	Injuries	Fatalities	Estimated loss
Medical/resuscitator call	Accident or illness related - cuts, fractures, person fainted, etc.	14	11.29%	0	0	0
	Alcohol or drug related	2	1.61%	0	0	0

		Calls	% of year	Injuries	Fatalities	Estimated loss
	Asphyxia, Respiratory Condition	38	30.65%	0	0	0
	Chest pains or suspected heart attack	12	9.68%	0	0	0
	Other Medical/Resuscitator Call	34	27.42%	0	0	0
	Seizure	1	0.81%	0	0	0
	Vital signs absent, DOA	3	2.42%	0	0	0
	Total	**104**	**83.87%**			
Other response	Assistance not required by other agency	1	0.81%	0	0	0
	Assistance to Other Agencies (exc 921 and 922)	2	1.61%	0	0	0
	Total	**3**	**2.42%**			

		Calls	% of year	Injuries	Fatalities	Estimated loss
Public Hazard	Gas Leak - Miscellaneous	1	0.81%	0	0	0
	Other Public Hazard	1	0.81%	0	0	0
	Power Lines Down, Arcing	2	1.61%	0	0	0
	Spill - Gasoline or Fuel	1	0.81%	0	0	0
	Spill - Miscellaneous	1	0.81%	0	0	0
	Total	**6**	**4.84%**			
False fire calls	Alarm System Equipment - Accidental activation (exc. code 35)	1	0.81%	0	0	0
	Alarm System Equipment - Malfunction	2	1.61%	0	0	0
	Total	**3**	**2.42%**			
Burning (controlled)	Open air burning/unauthorized controlled burning (no uncontrolled fire)	3	2.42%	0	0	0
	Total	**3**	**2.42%**			
Rescue	Vehicle Collision	4	3.23%	0	0	0
	Total	**4**	**3.23%**			

*Standard incident report data from OFM database

Identifying Treatment Options for the Top Risks in our Community

RISK TREATMENT OPTIONS

Once risk levels have been assigned, fire departments can determine how best to treat each risk and the resources required to do so.

Options for treating risks include the following:

1. Avoid the Risk

2. Mitigate the Risk

3. Accept the Risk

4. Transfer the Risk

Avoid the Risk

Avoiding the risk means implementing programs and initiatives to prevent a fire or emergency from happening.

For example, public fire safety education initiatives aim to change people's behaviors so that fires may be prevented and people react appropriately when fires do occur. Fire Code inspections and enforcement help to ensure that buildings are in compliance with the Ontario Fire Code.

Mitigate the Risk

Mitigating the risk means implementing programs and initiatives to reduce the probability and/or consequence of a fire or emergency.

For example, a routine Fire Code inspection and enforcement program to ensure Fire Code compliance helps to reduce the probability and consequence of a fire.

A pre-planning program involving fire suppression crews allows the fire department to gain knowledge about specific buildings in the community and their contents, fuel load, fire protection systems, etc. This information can be provided to the fire inspection staff who can ensure the building is compliant with the Fire Code. Also, it can assist suppression crews to plan fire suppression operations should a fire occur in a building. These activities can reduce the probability and consequence of a fire.

Accept the Risk

Accepting the risk means that after identifying and prioritizing a risk, the fire department determines that no specific programs or initiatives will be implemented to address this risk. In this treatment option, the fire department accepts that the potential risk might happen and will respond if it occurs.

For example, typically fire departments do not implement programs to prevent motor vehicle collisions. Yet it is generally accepted that collisions will happen and that the fire department will respond when they do. Similarly, environmental hazards (e.g. ice storms) and medical calls cannot be prevented by a fire department program or initiative, yet fire departments typically respond when these emergencies occur.

When accepting risks, fire departments should consider their capacity (i.e. equipment, personnel, training, etc.) to respond.

Transfer the Risk

Transferring the risk means the fire department transfers the impact and/or management of the risk to another organization or body. Contracting public fire safety education, Fire Code inspection and enforcement, or emergency response services to a neighboring municipality or another organization are examples of transferring the management of risks to another body.

For example, a community may enter into a fire protection agreement with a neighboring community with respect to any or all of the three lines of defense.

SETTING THE TYPE AND LEVEL OF FIRE PROTECTION SERVICES

When setting the type and level of fire protection services, all Three Lines of Defense should be considered in terms of the impact each will have on the probability or consequence of identified risks. Once fire departments have determined the preferred treatment option for each risk, they can plan and implement activities that address those risks. Things to consider include the fire department's current resources, staffing levels, training, equipment, and authority versus those that may be required to implement the preferred treatment options.

After considering these issues, the preferred treatment option (e.g. avoid the risk, mitigate the risk, accept the risk, or transfer the risk) is noted in the Preferred Treatment Option column.

Fire departments should also ensure that operational policies and standard operating guidelines address the levels of service and activities required to address each risk. This includes setting goals and objectives, and determining resources, training, equipment, activities, and programs required across each of the Three Lines of Defense.

The process of making informed decisions about the provision of fire protection services should include careful consideration of the following:

- Implementation of public fire safety education, Fire Code inspections and enforcement, and emergency response activities that are appropriate to address the causes, behaviors or issues associated with identified risks.

- Capabilities and capacity of the fire department (e.g. financial and staffing resources, training, equipment, authority, etc.) that may be required to implement preferred treatment options.

- Strategic partners with common interests, available resources, or skill sets that could assist in addressing risks using the applicable risk assessment profiles.

- Establishing and Regulating By-laws, operational policies and standard operating guidelines that reflect the fire protection services to be provided to address the identified risks.

- Establishment of goals and objectives, strategies, timelines, and evaluation for the proposed fire protection services to be provided.

- Communication with municipal council and the public to outline the types and levels of fire protection services that will be provided.

Lastly, in determining Treatment Options for Risk Profiles, consideration has also been given to incorporating the 5 E's laid out in NFPA 1300 standard for Community Risk Reduction.

The 5 E's are:
Education, Engineering, Enforcement, Economic Incentives and Emergency Response.

Treatment options conclusion process

Priority	Treatment	5 E's	Three Lines of Defense
High Risk	1. Avoid	1. Education	1. Public Education and Prevention
Moderate Risk	2. Mitigate	2. Engineering	2. Fire Safety Standards and Enforcement
Low Risk	3. Accept	3. Enforcement	3. Emergency Response
	4. Transfer	4. Economic Incentives	
		5. Emergency Response	
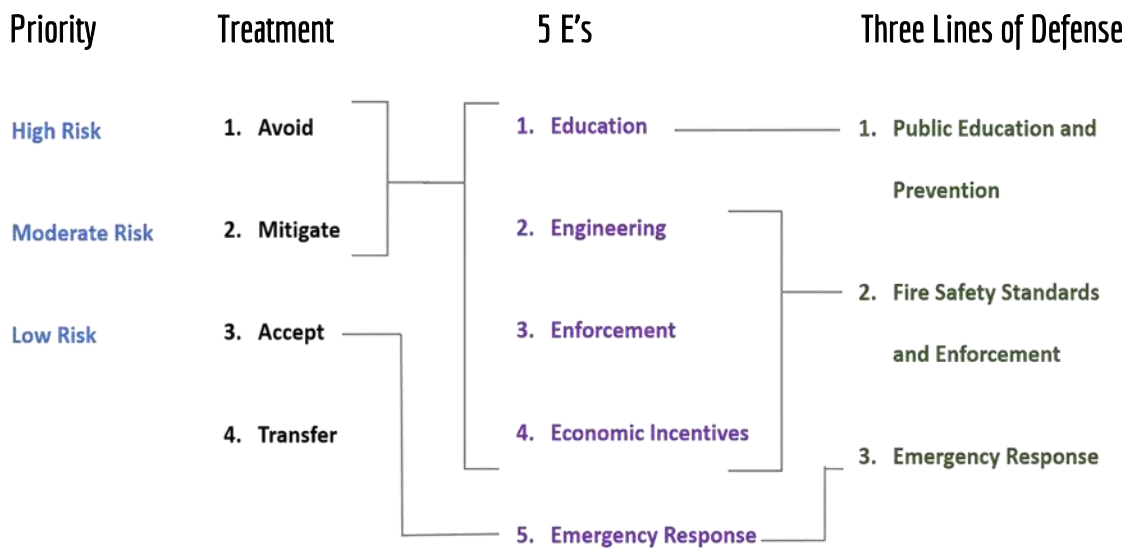
Treatment Options

Mandatory Profiles	Top Risk Issues/Concerns	Preferred Treatment Option
Geographic Profile	Bodies of water impacts training, response methods, response time and equipment for response.	**Avoid Risk** – -Implementation of ice rescue training protocols, SOGs, policies and activities. Including Public Education and Safety reminders. Review of response protocol. -Ice Rescue equipment and training with ongoing review. -Training, protocols, SOGs, Policies and activities. Including Public Education and Safety reminders. -Ice Rescue equipment and training with ongoing review, specific to vessel-based ice rescues. (This will include immersion suits, helmets, 500 - 1000' floating ropes, inflatable vessel, PFDs, etc. as age and condition dictates.) -Increase messaging via online and social media regarding water safety at all times of the year. **Avoid and Transfer Risk** - Swiftwater and Open Water rescue is not currently provided and transferred to the residents, however, training and resources are a consideration but would require substantial training and investment. -At current we rely on other Mutual Aid services for water rescue and craft access services, this should be re-evaluated with an effort to lessen the response delay by having our own vessel. Given the importance of waterways to the townships recreation and tourism we should strive to **Mitigate** this risk in the future.

	Bodies of Water – Recreation and Tourist activities	**Avoid and Mitigate –** -Public education programs required -Install future signage at key locations around bodies of water identifying water and Ice risks. -Have information available online warning of dangers of thin ice and how a person may self rescue. Including information on items a person should have with them such as, Ice Picks, throw rope, whistle…etc. -Social Media program to assist in educating the public on the dangers. -Educate seasonal residents on the importance of knowing their exact address to avoid unnecessary delays in fire service response, educate on the use of apps such as what 3 words for location pinning. -Review the required equipment, legislation, and regulations associated with the purchase and implementation of summer marine response, including the use of a water vessel.
	Bodies of Water – Marine firefighting and water response to emergencies.	**Transfer –** At this point the Township of McKellar **Does Not offer any response to water based properties** and we transfer the risk of these properties onto the property owner. Based on the review of required equipment, legislation, and regulations associated with offering such a response an effort could be recommended in the future to **Mitigate and Avoid.**

	Grass / Wildland / Forests	**Avoid and Mitigate Risk –** -Promote no burning fire bans and the outdoor burning by-law by making them easily accessible to residents. -Educate residents on importance of maintaining access routes into their property. -Control vegetation growth along roadways. -Promote safe campfire practices. -Partner with MNRF on safe burning practices, through public education opportunities. (FireSafe)
	Road Network	**Avoid Risk –** -The network and condition of the roads hampers the fire service from arriving at a fire call in a timely manner given the large bodies of water in the middle of our land area. -Some roads may cause damage to fire apparatus is driven on too fast. -Many of the township fire roads are single lane logging type roads that could use improvements in widening and the removal of some of the curves. -In the spring many roads are vulnerable to, or washed out, due to flooding. -Control vegetation growth along roads. Some roads can be closed for long duration due to extreme weather events. -Land owners should be made aware of their responsibilities in maintaining any private roads. -A long-term road improvement strategy would improve the quality of the roads and improve fire service response times.

	Fires	**Avoid and Mitigate Risk** – -Agreements with MNR to cover risk associated with hard to access properties. -Training and yearly SP103 wildland certifications maintained and increase training to SP230 eventually. -Deployable sprinkler systems, wildfire hoses, pumps, tools and PPE for ready use. -Training with mutual aid partners to increase effectiveness of coordinated responses.

Mandatory Profile	Top Risk, Issues / Concerns	Preferred Treatment Option
Building Stock Profile	Fires	**Avoid and Mitigate Risk** – Older buildings within older areas of rural communities. Heavier timber construction. Should be fire inspected annually by owners. Public education opportunities for building owners on fire prevention, fire extinguisher use safe cooking, fire safety planning.
	Residential Dwellings – lack of smoke and CO alarms, home escape plans, fire extinguishers, vacant and derelict structures, poor housekeeping practices	**Avoid and Transfer Risk** – -Increase public education initiatives meant to support the residents, promoting smoke /CO alarms, escape plans to children, fire extinguishers and residential sprinklers. -Promote the need for well maintained wood burning chimneys and their cleaning before the season begins. -Have fire prevention and educational materials available to the public at community events and on demand online. -Transfer the risk to the homeowner, property owner to follow the bylaws, and fire code. -Support the residents through use of the Home Safe Home program to assist with the installation of detectors when home owners cannot do it themselves, as well as in person educational opportunities.

	Farm Land / Vacant structures	**Avoid Risk –** -Contact property owners to establish what the plans are for unused structures. -Promote the need to securing and making safe vacant structures or the demolition of them.
	Heritage Structures	**Avoid Risk –** -Encourage building owner fire inspections on an annual basis if structure is occupied. -Promote smoke alarms and fire extinguishers. -Contact property owners to establish what the plans are for the vacant designated heritage structures. -Promote the need to securing and making safe, any vacant structures.
	Vulnerable Occupancies	**Avoid Risk –** -Encourage public education on safe cooking and smoking practices. -Know and practice escape routes out of their building. -Address the needs of those that may have mobility and cognitive behavioral issues, in escaping a fire. -Encourage inspection annually.

Mandatory Profile	Top Risk, Issues / Concerns	Preferred Treatment Option
Critical Infrastructure Profile	Electricity	**Accept Risk –** -Loss of power will adversely effects on all forms of daily life. Businesses, residences, township and emergency services all rely heavily on power. -Strive to **Mitigate Risk** by working towards the installation of backup power. -Backup power for Evacuation Center and Alt. EOC
	Water	**Avoid and Transfer Risk –** -Encourage safe water practices to residents including the regular testing of residential water sources by property owners.

	Telecommunications	**Accept Risk –** -Loss of cell coverage throughout the township or poor/no coverage in other areas. - Township should be open to work with cell phone communication companies to explore opportunities of improving coverage. -Improvements to township radio communications equipment will help **Mitigate Risk** and improve reliability. They will also greatly help with the effectiveness of communication with Mutual Aid Departments. -Radio tower has manual backup generator in place to charge repeater batteries.
	Continuity of Government	**Avoid and Mitigate –** -Implementation of the emergency plan. -Staff unable to attend work locations due to weather event, do they have access to the township's computer network from home and able to work from home? -Emergency Operations Centre activated backup power in place. -In the event of a power outage, delay in obtaining services as no on-site generator in some critical infrastructure buildings.

Mandatory Profile	Top Risk, Issues / Concerns	Preferred Treatment Options

Demographic Profile	Senior Citizens	**Avoid and Mitigate Risk** –
		-Combined with Youth, most at risk and in need of fire assistance demographic
		-Continued public education opportunities at Fairs, club meetings, promotional events such as the Fire booth at the McKellar Market.
		-Further Public Education opportunities should discuss the following topics of interest that relate to seniors:
		  -Importance of working smoke and CO alarms
		  -Safe cooking practices, dangers of using oils and grease for cooking
		  -Develop and practice an escape plan for their place of residency.
		  -How to extinguish a cooking related fire
		  -How to operate a fire extinguisher, conduct clinics
		  -Prevent burns by not carrying burning pots and pans outside
		  -Prevent clothing from catching fire by not wearing flowing styled clothing near open flames.

	Youth	**Avoid and Mitigate** – -Initiate a Junior fire fighter program. -Exposure to educational materials at McKellar Market may reduce the risk of youth becoming junior fire starters. -School visits -Avail fire apparatus to attend birthday events to familiarize youth with firefighter gear and equipment.

	Seasonal Residents	**Avoid and Mitigate Risk –** -Aggressive public education initiative promoting smoke and CO alarms, escape plans, fire extinguishers. -Residents or renters not aware of the address, suggest it be written out and posted near a phone. -Encourage the reading and following of the township's burning bylaws. -Encourage adoption of proactive burn permit system to enhance lines of communication regarding state of emergency, open air burning bylaw and permits, fireworks by-laws, public education, and fire prevention topics of interest. -Provide updates on FD activities. -Provide public Education literature within the tax bills when they are sent out or via social media.
	Full Time Residents	**Avoid and Mitigate –** -Encourage adoption of proactive burn permit system to enhance lines of communication regarding state of emergency, open air burning bylaw and permits, fireworks by-laws, public education, and fire prevention topics of interest. -Provide updates on FD activities. -Provide public Education literature within the tax bills when they are sent out or via social media.

Mandatory Profile	Top Risk, Issues / Concerns	Preferred Treatment Options
Hazard Profile	Fires	**Avoid and Mitigate Risk** – -Through public education opportunities at fairs and markets by having children work on developing an escape plan in the home. -Educating them on what to do when smoke alarms are activated. -How to crawl on the floor through smoke. -Due to the time it will take to respond to areas furthest from the fire stations, the department should promote preparedness and self sufficiency. This could be done through public educations means along with the distribution of fire prevention educational material. -The department should promote the value of residential sprinklers especially when new or major renovation construction takes place. Residential sprinklers save lives and property and will increase the value of one's property and save money on fire insurance. -Promotion and maintenance of detectors and extinguishers should also be a priority.
	Weather Event	**Accept Risk** – -Tornadoes, Ice and snowstorms, extreme heat and cold events, intense rainstorms, flooding. Although these cannot be completely avoided, they can, in most cases be predicted, which will allow for public awareness releases. -Increasing effectiveness of communication tools will assist this. A consideration of the online permit system provides a built in communication tool which can be used for this. -Potential for power outages effecting response needs to be assessed.

	Motor Vehicle Collisions	**Accept Risk –** -Mass casualties, road closures of long durations. Fire service to assess roads and frequency of events to ensure they are prepared for any type of event. -Portable road signs or electronic communication tool could help with this messaging with respect to detour routes for extended closures.

Mandatory Profiles	Top Risks, Issues / Concerns	Preferred Treatment Option
Public Safety Response Profile	Outside Fire Services, Mutual Aid, Automatic Aid response	**Avoid and Transfer Risk –** -McKellar Fire does not provide advanced hazardous materials or High Angle or Water based rescue response and mitigation. As such the department has entered into response agreements with outside fire services that do provide such service(s). Technical rescues could include confined space, high angle rope, trench etc. Unfortunately, a delay is inevitable with responses due to the increased distance responders are coming from. - McKellar Fire does not have an aerial apparatus. During a large fire an aerial device may be required in a timely manner. Without having their own aerial device, mutual aid could be delayed in responding. The Department has entered into a Mutual Aid agreement with an outside fire service in possession of an aerial device, however cannot guarantee its response, or availability for many different factors including that the aerial may not be permitted to respond off of paved roads due to its weight. -Upgrade of radio communications to better mesh with Mutual Aid departments who have already, or are currently changing from analog to digital communications.

	McKellar Fire Department response	**Avoid and Mitigate Risk** – -Like so many other fire services in Ontario, McKellar Fire has problems with personnel being available to respond Mon to Fr from 8 a.m.to 5 P.M. The days of employers permitting an employee that belongs to the local fire department to leave work to attend a call, are, for the most part, over. Also, the majority of available employment is outside of our township borders. Therefore, daytime availability of fire fighters has diminished. McKellar Fire has an ongoing recruitment campaign aimed at increasing our departments numbers and attracting local residents who are perhaps shift workers or self employed and therefore possibly more likely to be available during daytime/weekdays hours. -McKellar has Mutual Aid agreements in place to help create a larger area from which we can summon responders for certain types of calls. -McKellar has begun instituting recognition and retention strategies to try and keep our responders happy and interested in remaining with the department.
	McKellar Fire Department Training	**Avoid and Mitigate Risk** – -Provide live fire training to all the members of the department on annual basis at minimum to keep related skills up to an acceptable level. -Ensure the level of training is on course to meet the new OFM certification standards. -Continuously seek new and innovative ways to improve training on a budget while still attracting talent from within the community. -Create new training opportunities through cooperative agreements with other progressive Fire Departments.

| | Parry Sound EMS response | **Avoid Risk** –
-Create opportunities for cross training with services as to increase our and their exposure to the skills and equipment of each others services. |
| | Parry Sound EMS Dispatch | **Avoid** –
-Address current request to upgrade dispatch and communications systems. Ensure that dispatching service can meet the needs of the modern fire service including the benefits of digital integration and monitoring ability. |

Mandatory Profiles	Top Risks, Issues / Concerns	Preferred Treatment Option
Community Services Profile	Community Groups	**Avoid**- -Create regular dialogue with community groups as to better keep them in the loop about potential roles during active major emergencies

Mandatory Profiles	Top Risks, Issues / Concerns	Preferred Treatment Option
Economic Profile	Electricity	**Avoid and Mitigate Risk** – -Promote to business owners the advantages of having a standby generator in the event they lose power. By having a generator could prevent the loss of food due to spoilage, lost sales due to no means of completing transactions, lack of power to operate equipment, no lighting in the place of business.
	Fires	**Accepted Risk** – -Loss of business commerce and income to families due to fires. There is also the spin- off loss of commerce to other non affected businesses.

Mandatory Profiles	Top Risks, Issues / Concerns	Preferred Treatment Options
Past Loss and Event History Profiles	Fires	**Avoid and Mitigate Risk** – -Through public education on dangers of unattended cooking, uncleaned chimneys, older electrical and mechanical equipment not upgraded and lack of good housekeeping practices.
	Undetermined Causes for Fires	**Avoid and Mitigate** – -Endeavor for members of the department to have been trained to the National Fire Protection Associated Standard on Fire Cause Determination. -Utilize the resources available through the OFMEM on determining causes. -Note if there is a trend developing and act accordingly.
	Medical responses	**Avoid** – -Advocate for the use of the Community Paramedic program -Educate on the importance of knowing address especially in rural properties. -Educate on the importance of maintaining good access to the property particularly in winter to assist responders.
	CO/Smoke alarms	**Avoid** – -Educate on the standards under the fire code for the use of CO and Smoke alarms, their importance, and the availability of our Home Safe Home program to help those in need of assistance getting up to code.

SWOT analysis breakdown from prior to and during the creation of this document.

*This was used to steer the direction of the department until the creation of the CRA.

STRENGTHS	WEAKNESSES	OPPORTUNITIES	THREATS
-Tremendous community support	-Department recovering from a traumatic past, weak existing SOG and planning documents in need of updating	-Public education and Fire Prevention to be made available at as many community events and seniors groups as possible	-Misinformation regarding bylaws and department policies
-Strong core of responders with a passion for community service	-Lack of training and training tracking from previous full-time leadership	-Coordinated training opportunities to create a better response standard for McKellar and surrounding Mutual Aid communities	-High demand on volunteer commitment hours due to OFM standardization and certification requiring more effort than some volunteers originally signed up for
-Supportive council and staff divisions	-Some local community members choose to volunteer on other local departments instead due to trauma of previous full-time leadership	-Coordinated training also provides opportunity for McKellar residents volunteering elsewhere to see the positive and recovering environment of the Fire Department to hopefully consider returning	-Economic climate making time commitments more difficult to justify for responders
-Newer frontline apparatus in Stn 1	-Small population makes recruitment difficult	-Surrounding schools hosting events which we can be involved in, thus exposing McKellar children to the Fire	-High cost of replacement vehicles and equipment will make some purchases difficult for township

		Service and safety information	
-Strong support from Mutual Aid partnerships	-Lack of local employers takes vast majority of responders out of the area during daytime/weekday hours	-Junior FF program to encourage youth 15-18 to become involved in their community, and hopefully retain their services after 18	-Falling behind on communications upgrades threatens effectiveness of Mutual Aid responses both giving and receiving
	-Antiquated permitting and bylaw education requiring residents to pull information for themselves from township resources	-Create strong leadership core within the department to assist with guidance of department policies and direction	-Fire administration, training, planning, prevention, inspections, education, policy upgrading requires more hours than budgeted
	-Lack of backup power for firehalls and critical buildings. -Need more permanent installations of water sources	-Home Safe Home McKellar program to encourage and educate about fire safety as well as assist those in need of assistance with Smoke and CO detection devices.	
	-Many pieces of equipment were not updated on a regular rotating basis requiring a larger single investment rather than smaller annual ones.	-Modernize permitting and bylaws to create a system where education, permitting, and information is pushed to residents requiring less effort on the residents side as well as greater uptake of the focused materials	

Fire Protection and Prevention Act, 1997

ONTARIO REGULATION 378/18

COMMUNITY RISK ASSESSMENTS

No amendments.

This is the English version of a bilingual regulation.

CONTENTS

Mandatory use

   1. Every municipality, and every fire department in a territory without municipal organization, must,

   (a) complete and review a community risk assessment as provided by this Regulation; and

   (b) use its community risk assessment to inform decisions about the provision of fire protection services.

What it is

   2. (1) A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services.

   (2) A community risk assessment must include consideration of the mandatory profiles listed in Schedule 1.

   (3) A community risk assessment must be in the form, if any, that the Fire Marshal provides or approves.

When to complete (at least every five years)

   3. (1) The municipality or fire department must complete a community risk assessment no later than five years after the day its previous community risk assessment was completed.

   (2) If a municipality, or a fire department in a territory without municipal organization, comes into existence, the municipality or fire department must complete a community risk assessment no later than two years after the day it comes into existence.

   (3) A municipality that exists on July 1, 2019, or a fire department in a territory without municipal organization that exists on July 1, 2019, must complete a community risk assessment no later than July 1, 2024.

   (4) Subsection (3) and this subsection are revoked on July 1, 2025.

When to review (at least every year)

   4. (1) The municipality or fire department must complete a review of its community risk assessment no later than 12 months after,

   (a) the day its community risk assessment was completed; and

   (b) the day its previous review was completed.

   (2) The municipality or fire department must also review its community risk assessment whenever necessary.

   (3) The municipality or fire department must revise its community risk assessment if it is necessary to reflect,

   (a) any significant changes in the mandatory profiles;

   (b) any other significant matters arising from the review.

(4) The municipality or fire department does not have to review its community risk assessment if it expects to complete a new community risk assessment on or before the day it would complete the review.
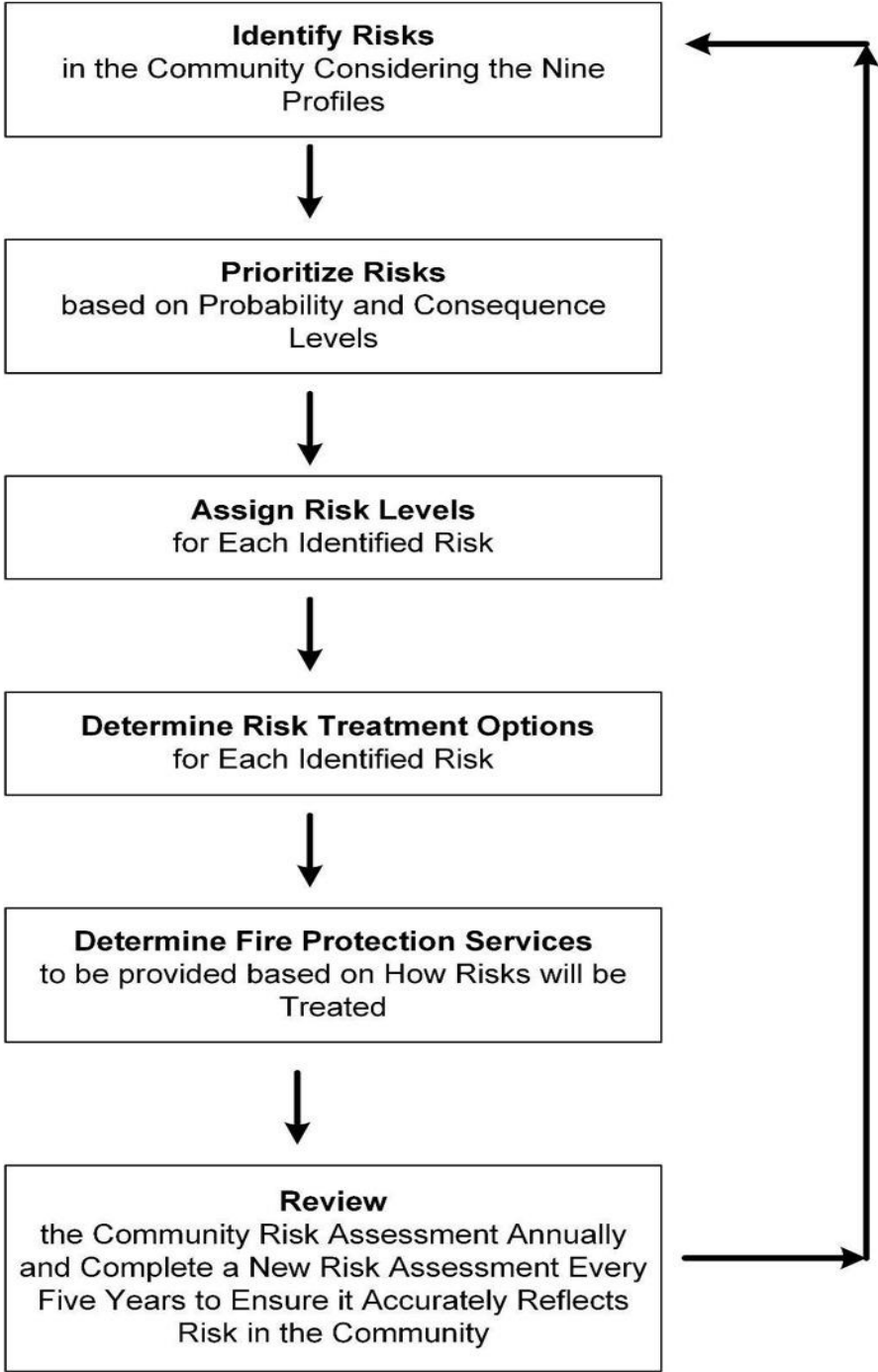
5. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION).

SCHEDULE 1
MANDATORY PROFILES

1. Geographic profile: The physical features of the community, including the nature and placement of features such as highways, waterways, railways, canyons, bridges, landforms and wildland-urban interfaces.

2. Building stock profile: The types of buildings in the community, the uses of the buildings in the community, the number of buildings of each type, the number of buildings of each use and any building-related risks known to the fire department.

3. Critical infrastructure profile: The capabilities and limitations of critical infrastructure, including electricity distribution, water distribution, telecommunications, hospitals and airports.

4. Demographic profile: The composition of the community's population, respecting matters relevant to the community, such as population size and dispersion, age, gender, cultural background, level of education, socioeconomic make-up, and transient population.

5. Hazard profile: The hazards in the community, including natural hazards, hazards caused by humans, and technological hazards.

6. Public safety response profile: The types of incidents responded to by other entities in the community, and those entities' response capabilities.

7. Community services profile: The types of services provided by other entities in the community, and those entities' service capabilities.

8. Economic profile: The economic sectors affecting the community that are critical to its financial sustainability.

9. Past loss and event history profile: The community's past emergency response experience, including the following analysis:

        1. The number and types of emergency responses, injuries, deaths and dollar losses.

        2. Comparison of the community's fire loss statistics with provincial fire loss statistics.

Note: Each profile is to be interpreted as extending only to matters relevant to fire protection services.

Community Risk Flow Chart

Identify Risks
in the Community Considering the Nine
Profiles

Prioritize Risks
based on Probability and Consequence
Levels

Assign Risk Levels
for Each Identified Risk

Determine Risk Treatment Options
for Each Identified Risk

Determine Fire Protection Services
to be provided based on How Risks will be
Treated

Review
the Community Risk Assessment Annually
and Complete a New Risk Assessment Every
Five Years to Ensure it Accurately Reflects
Risk in the Community

Municipal Emergency Plan

Township of McKellar

701 Highway 124, McKellar, ON, P0G 1C0

705-389-2842

Revised 2023

Redacted Public Facing

The Municipality of the

Township of McKellar

The Township of McKellar, located 25 kilometers north/east of the Town of Parry sound on Highway #124 is a rural recreational municipality where opportunities abound for the outdoor enthusiast. With over 15 lakes, numerous rives, miles of groomed snowmobile trails and leisurely walking trails, visitors to the area will find a multitude of activities to do all year round. From the award winning Ridge at Manitou Golf Club, to quaint Bed and Breakfasts, fishing camps, cottage resorts and campsites, the travelers will find a variety of activities and accommodations to meet every budget. If you enjoy fishing, boating, swimming, hiking, snowmobiling, ice fishing, sightseeing from the air or just plain relaxing at the shore, come and experience McKellar Township!

Forward

With the Emergency Management and Civil Protection Act, RSO, 1990, all municipalities in Ontario have obligations to develop, implement and maintain an Emergency Management Plan that includes plans, exercises and public awareness according to an emergency specified framework.

The Emergency Management Program must be risk based and in accordance with the Hazard Identification Risk Assessment (HIRA) developed for the community. The Emergency Management Program should reflect all aspects of the hazards identified in the community profile.

Emergency Management Programs should include these 5 core components:

Prevention: actions taken to prevent the emergency itself.

Mitigation: actions taken to reduce or eliminate the effects of an Emergency that cannot be prevented

Preparedness: measures taken prior to the emergency or disaster to ensure an effective response to those hazards that cannot be mitigated.

Response: measures taken to respond to an emergency

Recovery: measures taken to recover from an emergency.

The Emergency Management Program in Ontario is designed around a framework of operational concepts and response principles and will be implemented in three stages with each level building on the previous level. Ontario's program is based on National Fire Protection Association (NFPA) 1600 and compliance will be monitored at the municipal level Emergency Management Ontario Field Officers.

The Emergency Management and Civil Protection Act is supported by Ontario Regulation 380/4 providing more direct guidance in specific areas.

Emergency Response Plan Contents

CONTENTS PAGE

Part I INTRODUCTION TO THE MUNICIPAL EMERGENCY PLAN

1.1 GENERAL

Emergencies can be defined as situation or impending situations caused by forces of nature, accidents, health issues or an intentional act that constitutes a danger of major proportion to human life and property.

This Municipal Emergency Plan is designed to outline the response capabilities and strategies for the municipality for any type of emergency that may occur. All municipalities are potentially vulnerable to emergencies based on their location, their industrial base and upon recent history.

This plan will be implemented by the community during emergencies to the level of response required based on the circumstance and conditions at the time. The level of response required may overpower some resources and outside assistance may be required. The intent of the plan implementation is to reduce the impact on life, property and environment.

Emergencies can affect public safety, health, welfare and property, the environment and the economics of a municipality .

This Municipality Emergency Plan will hence forth be known as "the Plan". **1.2**

AIM

The aim of the Plan is to adopt and implement prevention, preparedness, response and recovery measures that will help support the return of the community to its' normal operations. The planned and coordinated response strategies implemented by way of the plan, will minimize those adverse effects on property, human life and the health and wellbeing of the community

1.3 SCOPE

This plan covers all emergencies that fall within the municipality's jurisdiction. Standard operating procedures and checklists may be developed in future to support this Plan.

This Plan does not cover the detailed plans and procedures and arrangements for local agencies. Such organizations may be called upon to respond as part of the Plan and need to develop their own plans and procedures consistent with provincial legislation.

This plan may also be implemented to assist other municipal jurisdictions with their emergencies once a request for assistance has been made by the other municipality. Assistance may also be provided to other jurisdictions as required or through pre arranged municipal Mutual Assistance Agreements.

1.4 AUTHORITY

Municipal plans must be developed and implemented with legal authority. This authority for this Plan is as follows:

1.4.1 Provincial Legislation
Emergency Management and Civil Protection Act. RSO 1990
Ontario Regulations 380/04
(under the Emergency Management and Civil Protection Act)
Occupational Health and Safety Act
Workplace Safety and Insurance Act

1.4.2 Municipal By-laws (adopting the Emergency Program and Emergency Plan) The Emergency Management and Civil Protection Act. RSO 1990, outlines specific powers of municipal officials such as the ability for the Head of Council to declare that an emergency exists in the municipality or any part thereof.

1.5 PLAN STRUCTURE

The Plan is the primary emergency plan for this municipality and is formatted in a chronological order as events unfold during emergency response and defines roles and responsibilities of the response organization.
The Plan is supported by Appendices which include local agency plans and other resources available**.**

1.6 PLAN ADMINISTRATION

The Plan will be administered by the Community Emergency Coordinator (CEMC) or delegate. An annual Plan review process is a Provincial Requirement, and the Plan will be updated by the CEMC if required, based on the results of the review.

The annual review of the Plan will be the responsibility of the Emergency Management Program Committee (EMPC). A copy of the Plan, when updated must be forwarded to the Chief, Emergency Management Ontario in electronic format if possible. The EMPC shall make recommendations to Council for its revision if necessary

1.7 PUBLIC ACCESS TO THIS PLAN

This Plan is made available for viewing or copying by members of the general public during normal business hours at the Municipality/township Office at the following address:

Township of McKellar
701 Highway 124
McKellar, ON P0G 1C0

PART II HAZARD IDENTIFICATION RISK ASSESSMENT (HIRA)

2.1 GENERAL REQUIREMENTS

Hazards can be defined as events or physical conditions that have the potential to cause fatalities, serious injuries, property damage, infrastructure damage and damage to the environment, interruption of business or other types of harm or loss.

Provincial legislation (Emergency Management and Civil Protection Act) requires that each municipality in Ontario develop a HIRA (Hazard Identification/Risk Assessment based on the risks and hazards that may affect the safety and wellbeing of Municipal residents.

All communities are unique and have their own set of natural or man-made hazards that could potentially cause a serious emergency and/or disaster. Rural communities are prone to different hazards than urban communities. Rural communities may be more susceptible to things like flooding/weather related and transportation hazards rather than the industrial or infrastructure on an urban industrial center.

Communities must regularly identify and assess their credible hazards to determine the community's vulnerability and review it at least every three to five years. If major changes occur in a community, an analysis may be required more often with subsequent adjustments to the Emergency Management Program.

The normal steps in the process are as follows:
- using historical data, news reports and other research data, identify the community hazards
- perform a risk assessment for each identified hazard
- prioritize planning process, training & exercise programs and public awareness/public education programs

2.2 Municipal Hazard Identification and Risk Assessment

Specific Municipal HIRA

PART III MUNICIPAL EMERGENCY RESPONSE ORGANIZATION

3.1 General Requirements

Provincial legislation (Emergency Management and Civil Protection Act, RSO, 1990) requires that each municipality in Ontario have a trained Municipal Control Group (MCG) that can be called on to deal with community emergencies.

This group of trained municipal staff, along with the first response organization and non governmental organizations in the community, make up the Municipal Emergency Response Organization.

Generally, the most knowledgeable municipal individual in the organization is the Community Emergency Management Coordinator (CEMC) who acts as an advisor in the Emergency Operations Center (EOC). The CEMC works with the Emergency Management Program Committee to ensure the municipal response organization meets the needs of the community.

The CEMC interacts with other municipal and Provincial staff and has an understanding of the larger picture of emergency management information.

Each municipality designates either an employee of the municipality or a member of Council as the Community Emergency Management Coordinator and also an alternative CEMC. Both must complete training required by emergency Management Ontario (EMO).

The Community Emergency Management Coordinator is trained to the standards set by Emergency Management Ontario and is responsible for the implementation and maintenance of the Community Emergency Management Program. The CEMC may also coordinate training for the individuals in the emergency response organization in each municipality, based on the hazards, needs and resources of the municipality.

3.2 EMERGENCY MANAGEMENT PROGRAM COMMITTEE (EMPC)

The Emergency Management Program Committee provides assistance to the Community Emergency Management Coordinator in developing the Emergency Management Program and organizing an Emergency Response Organization. The Emergency Management Program Committee has a legislated obligation to advise the Municipal Council on the development

and the implementation of the municipality's emergency management program and assists the Community Management Coordinator with the annual program review of the Municipal Emergency Management Program. This committee may also, if required, make recommendations to Council for revisions to the Emergency Management Program.

The municipal members of the Emergency Management Program Committee are CEMC, Fire Chief, Clerk Administrator, Director of Operations, Member of Council, and Emergency Information Officer.

The Emergency Management Program Committee meets once a year on a regular basis at the Municipal Offices. Records, meeting minutes and agenda are retained to monitor the progress of the Committee and to maintain Program Certification.

3.3 MUNICIPAL CONTROL GROUP (MCG)/EMERGENCY CONTROL GROUP

The municipal Control Group (also referred to as Emergency Control Group) is notified to gather in the Emergency Operations Centre during emergencies to manage the situation by making strategic decisions and setting priorities on behalf of the municipality. The Municipal Control Group reports to the Head of Council as the Executive Authority. The Municipal Control Group may be municipal staff or Council members as well.

In this Municipality, the Municipal Control Group consists of:

- Head of Council or alternate

- Clerk Administrator

- Fire Chief

- Director of Operations

- Evacuation Center Coordinator

- Emergency information Officer

- Deputy Clerk/Treasurer

- Administrative Resources Officer

Reference the following chapters in this plan for their roles and responsibilities

3.4 EXTERNAL AGENCY RESOURCES

The purpose of the External Agency Resource is to provide support as required by the Municipal Control Group. This Group will be notified by the appropriate Municipal Control Group member as their resources are required or information is necessary.

Members of the External Resource group are:

- Ontario Provincial Police

- District of Parry Sound Social Services Administration Board

- North Bay Parry Sound District Health Unit

- West Parry Sound Health Centre

- Emergency Medical services

- School Boards

- Red Cross

- Salvation Army

PART IV PLAN IMPLEMENTATION/NOTICATION

4.1 GENERAL REQUIREMENTS

An emergency call will be made to the municipality that will initiate the Municipal Control Group Notification process. These details will be recorded on an appropriate log to begin the emergency master log process.

When called, the Municipal Control Group will be asked to report to the Emergency Operations Centre or alternate location in the event that the Primary location is not available.

When called, Municipal Control Group members will be told the following: •

What has happened

• Where it happened

• When it happened

• What agencies are responding

• Where and when to report to the Emergency Operations Centre •

Other application information

4.2 INCIDENT MANAGEMENT SYSTEM (IMS)

The EMO is recommending that the Incident Management System (IMS) be used as a common emergency management process for all emergencies.

The Incident Management System is an international system that is being adopted by Emergency Management Ontario as the operations framework for emergency management for the Government of Ontario

It provides a basic command structure and functions required to manage an emergency effectively.
The IMS system has 5 components: Command, Operations, Planning, Logistics, Finance and Administration

With the development and implementation and completion of all Provincial requirements of the Comprehensive Level Program, each municipality in Ontario will have the Incident Management System (IMS)

The Incident Management System (IMS) can be of benefit to a municipality's emergency response effort because IMS:

  • Provides a planned coordinated response

  • Provides a clear understanding of roles and responsibilities for Emergency
      Operations Centre staff

  • Provides a more organized approach to information dissemination

The incident Management System can also be adapted to any emergency or incident as a simple management process that is expandable in a logical manner from the initial response to a long term recovery operation as needed.

IMS has basic common elements in:

  • organization

  • standard terminology

  • procedures

The implementation of the Incident Management System should cause the least disruption to existing emergency management systems.

4.3 MUNICIPAL NOTIFICATION PROCESS

In the event of an emergency, the Municipal Control Group (MCG) must be called in an organized fashion to the Emergency Operation Centre to manage the emergency in process on behalf of the municipality.

In the Township of McKellar, the Fire Department Answering Service is notified and ensures that all Municipal Control Group members are notified to report for duty.

In the Township of McKellar, any member of the Municipal Control Group is able to activate the group to report to the Emergency Operations Center and implement the Emergency Plan to manage and emergency in progress.

In the event that any member of the Municipal Control Group is unable to communicate with the Fire Department Answering Service during an emergency or potential emergency to initiate a call out of the MCG, the members shall attend at the Emergency Operations Centre or contact the Mayor or attend at the Mayor's residence to be updated on the status of the emergency and actions to be taken.

4.4 REQUESTS FOR ASSISTANCE

The West Parry Sound Municipalities have entered into a mutual assistance agreement whereby assistance can be provided to municipalities under the conditions of the agreement.

PART V EMERGENCY OPERATION CENTRE

5.1 GENERAL

Current Provincial legislation (O. Reg. 380/04) requires that all municipalities in Ontario have an Emergency Operations Centre that is equipped with appropriate technology and communications equipment to undertake emergency response for the community.

5.2 EMERGENCY OPERATION CENTRE (EOC) ACTIVATION

Once the Municipal Control Group (MCG) has been called to deal with an emergency in progress, the administration process begins to take place (manage the emergency response and recovery process) at the Emergency Operations Centre.

The Emergency Operations Centre is a central location that enables government to: •
coordinate policy decisions

• coordinate resource management

• set community priorities

• respond to emergencies beyond the scope of the on-site manager (Incident
Commander)

• provide emergency information to the affected general public population The

activation process recalls the Municipal Control Group (MCG) to implement this Plan. Once the Municipal Control Group has been called, the municipal staff ensures the Emergency Operations Centre is set up to manage the emergency.

5.3 EMERGENCY OPERATION CENTRE ACTIVATION LOCATION

In the event that the Emergency Operations Centre is not accessible for any reason, the Municipal Control Group will be notified by phone and asked to report to the alternate location.

The Municipal Control Group members will be given instructions as to the reason for the

change in location. Further details will be provided to the Municipal Control Group at the initial business cycle meeting at the Emergency Operations Centre.

5.4 EMERGENCY OPERATION CENTRE (EOC) TELECOMMUNICATIONS

The primary means of Emergency Operations Centre telecommunications is the use of land phone lines.

During emergencies or major events, the demand for telephone services increases dramatically and protective measures must be taken to prevent the system from getting clogged or not working altogether.

Backup communications may be Township internet/websites and social media, VHF radio, cell phones, amateur radio and satellite phones. Alternate communication devices may be provided by the local provider, local Fire Departments or a neighboring municipality.

5.5 MUNICIPAL RESPONSE

Once the Notification process has been initiated, the Municipality will respond according to this Plan and implement any supporting plans or department standard operating procedures.

The municipality will utilize existing resources and when needed, will call upon Mutual Aid Agreements with other municipalities and existing Mutual Assistance Agreements when needed.

5.6 BUSINESS CYCLE MEETINGS

Once the Emergency Operations is activated, business meetings are directed by the Clerk Administrator.

- An initial briefing will be provided to the Municipal Control Group when the

    Emergency Operations Centre is first activated to bring all members up to date on what has transpired.

- At intervals of 30 minutes or at the discretion of the Clerk Administrator. Time

    between briefing allows for Municipal Control Group members to:
    - Collect and pass on information to their incident Commanders (IC's) or
        Managers at other locations
    - Set priorities through short term planning
    - Obtain resources/initiate Mutual Assistance Agreements (MSSs) for the

response process
- Hold news conferences

• A final response briefing will be help prior to entering the recovery phase • A final briefing will be held after an event has occurred to discuss the compilation of operational data to be used to a later debriefing to build a Final Even Report for presentation to municipal Council.

PART VI ROLES AND RESPONSIBILITIES

6.1 MUNICIPAL CONTROL GROUP

The Municipal Control group directs the municipal emergency operation (response) within the Emergency Operation Centre. Each position has specific assigned duties to avoid duplication of effort and to improve the efficiency of the response effort. Within the operations centre, each position also has a standardized duties. All personnel must undertake these actions to ensure the operational continuity and proper documentation of decisions made and the efforts undertaken.

These duties, by operational phases, are as follows:

Initial Response to the Emergency Operations Centre:

• Municipal staff will open and logistically organize the Emergency Operations Centre • Emergency Operations Centre Staff Registration/signing in

• Test workstation equipment

• Open an Operational Log Book

• Confirm operational status (communication check)

• Obtain a situational update from department/agency peers

• Collect initial information for initial briefing

When the emergency Operations Centre is Operational:

• Keeping an accurate logbook throughout the operations

• Ensuring position is covered for the next operational period (as determined by the Clerk/Administrator) and good communication during the changeover period

6.1.1 Figure 1 Municipal Operations Centre Activity Example with External Agencies.
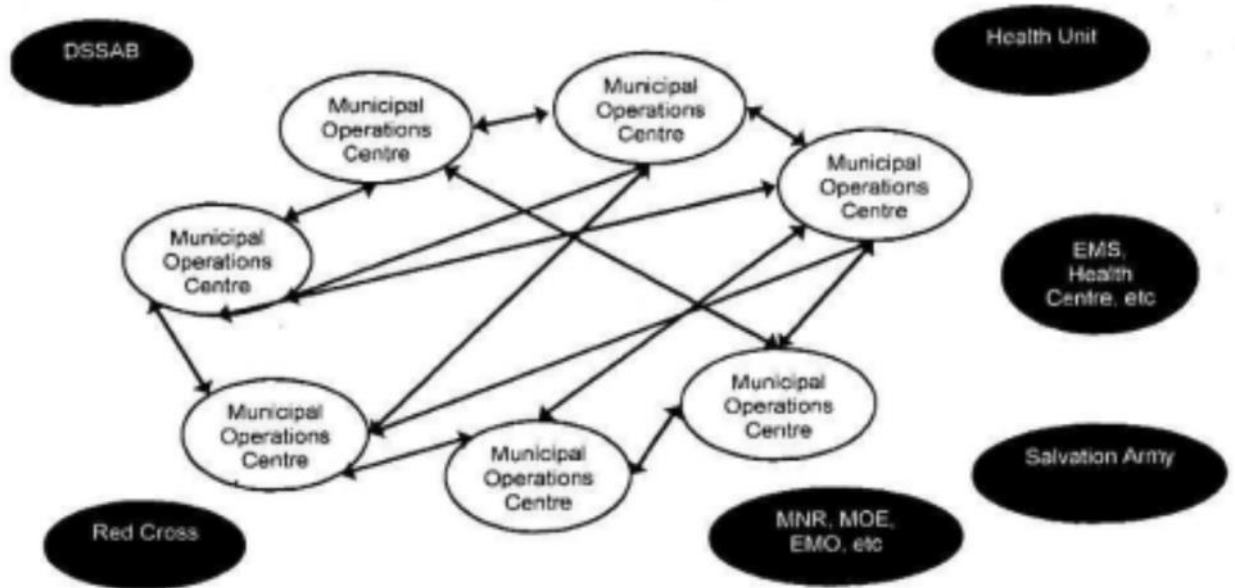
6.2 MUNICIPAL CONTROL GROUP RESPONSIBILITIES

The actions or decisions in which the members of the **Municipal Control Group** are to be responsible for are:

• Acquiring and assessing the information to determine status of the situation • Calling out and

mobilizing their emergency services, agencies and equipment • Coordination and directing their

services and ensuring that any actions necessary for the
  mitigation of the effects of the emergency are taken, provided they are not contrary to the
  law.

• Determining if the location and composition of the Municipal Control Group is
  appropriate

• Advising the Head of Council as to whether the declaration of an emergency is

recommended

- Advising the Head of Council as to the need to designate all or part of the Township as an emergency area

- Ensuring the Emergency Site Manager (ESM) is appointed

- Ordering coordinating and or overseeing the evacuation of inhabitants considered to be in danger

- Discontinuing utilities or services provided by public or private concerns, i.e. Hydro, gas • Arranging for services and equipment from local agencies (i.e. private contractors, volunteer agencies, services clubs etc.)

- Notifying, requesting assistance from and/or liaison with various levels of government and any public or private agencies not under Township control, as considered necessary • Determining if additional volunteers are required and if appeals for volunteers are warranted

- Ensuring that pertinent information regarding the emergency is promptly forwarded to the Public Information Officer and for dissemination to the media and public • Authorizing expenditure of money to deal with the emergency

- Notifying the service, agency or group under their direction of the termination of the emergency

- Maintaining a log book outlining decisions made and the actions taken during the emergency response

- Participating in a debriefing following the emergency

6.3 MUNICIPAL CONTROL GROUP MEMBERS RESPONSIBILITIES

The following sections indicate specific responsibilities according to position/agency:

6.3.1 Head of Council or Alternate:

• Declaring an emergency to exist within the designated area

• Declaring that the emergency has been terminated (NOTE: Township Council may also terminate an emergency)

• Notifying Emergency Management Ontario of the declaration of an emergency • Ensuring that members of Council are advised of the declaration and termination of an emergency and are kept informed of the emergency situation.

• Providing communication with the media as required in conjunction with the Clerk Administrator and public Information Officer (PIO)

6.3.2 Clerk Administrator or Alternate:

• Activating the emergency notification system

• Chairing meetings of the Municipal Control Group

• Coordination all operations with in the emergency operations center including the scheduling of regular meetings

• Advising the Head of Council of policies and procedures as appropriate • Approving in conjunction with the Head of Council, major announcement and media releases prepared by the Emergency Information Officer in conjunction with the Municipal Control Group

• Ensuring that a communication link is established between the Municipal Control Group and the Emergency Site Manager

• Calling out additional volunteers to provide assistance as required.

• Providing logistical support to all members of the Municipal Control Group in carrying out their roles and responsibilities in an emergency response

• Liaising with support services, agency and system required in the emergency response • Maintaining record of Municipal Control Group activities.

6.3.3 Fire chief or Alternate:

• Activating the emergency notification system (EOC notification)

• Providing the Municipal Control Group with information and advice on fire fighting and rescue matters

• Establishing an ongoing communications link with senior official at the scene of an emergency

• Informing the fire/mutual Aid Coordinator of additional firefighting personnel and equipment that may be needed

• Determining if additional special equipment is needed and recommending possible sources of supply (i.e. breathing apparatus, protective clothing etc.)

• Providing assistance to other Municipal departments and agencies and being prepared to take charge of or contribute to non-firefighting operations if necessary (i.e. search and rescue, first aid, casualty collection, evacuation etc.)

• Acting as contact from the Municipal control group in an emergency to the Emergency Medical services

• Providing an emergency Site Manager if required.

6.3.4 Director of Operations or Alternate:

• Activating the emergency notification system (EOC Notification)

• Providing the Municipal Control Group with information and advice on engineering matters

• Liaison with senior public works officials from local municipalities to ensure a coordinated response

• Providing the engineering public works response

• Construction, maintain and repairing municipal roads

• Providing equipment and manpower as required by the Municipal Control Group •
Liaising with fire services re: emergency water supplies

• Coordinating the provision of emergency potable water, supplies and sanitation facilities to the

requirements of the medical Officer of Health for the evacuation center • Discontinuing any

public works service or utility to any consumer, as required, and restoring these services when appropriate

• Liaising with public utilities to disconnect any service and/or to arrange for the provision of

    alternate services or functions

• Providing public works vehicles and equipment as required by other agencies • Maintaining

liaison with flood control, conservation and environmental agencies and preparing to take preventative action

• Providing an Emergency Site Manager, if required.

6.3.5 Emergency Information Officer or Alternate

• Ensuring that the media releases are approved by the Clerk administrator (in

    consultation with the Head of Council) prior to dissemination and distributing hard
    copies of the media release to the Municipal Control Group and other key person
    handling inquiries from the media

• Monitoring news coverage and correcting erroneous information maintaining copies of

    media releases and newspaper articles to the emergency

• Arranging interviews with media and the Head of Council on behalf of the Township's

    council

• Coordinating media photograph sessions at the scene when necessary and appropriate.

    Coordinating on-site interviews between the emergency services personnel and the media

• Responding to and re-directing inquiries and reports from the public based upon

    information. Such information may be related to school closings access routes or the
    location of evacuee centers.

• Responding to and directing inquiries pertaining to the investigation of the emergency, deaths,

    injuries or matters of personnel involved with or effected by the emergency to   the
    appropriate emergency service.

• Responding to and directing inquiries pertaining to person who may be located in evacuation

and reception centers to the registration and inquiries telephone number(s) • Procuring staff to

assist, as required

• Establishing a communications link with other media coordinator(s) (i.e. provincial,

federal, private industry, etc.) involved in the incident, ensuring that all information related to the media and public is timely, complete and accurate

• Ensuring that the Emergency Information Centre (EIC) is set up and staffed and ensuring a site EIC, if required

• Ensuring liaison with the Mutual Control Group to obtain up-to-date information for media

releases, coordinate individual interviews and organize press conferences. • Ensuring that the

following are advised of the telephone number of the media center: i. Media
   ii. Municipal Control Group
   iii. Switchboard (Township and Emergency Services)
   iv. Police Public Relations Officer
   v. Neighboring Communities
   vi. Any other appropriate persons, agencies or businesses
 vii. Township website and social media sites.

6.3.6 EVACUATION CENTRE COORDINATOR

A Municipal Official will act as Emergency Centre Coordinator during an emergency and is responsible for coordinating with Red Cross, Salvation Army, Parry Sound District Social Services Administration Board, and North Bay parry Sound District Health Unit by:

• Determining the best facility for an evacuation centre to address resident's requirements

• Ensuring the wellbeing of residents who have been displaced from their homes by arranging emergency lodging, clothing, feeding, registration and inquiries and personal services.

• Ensuring the supervision of the opening and operating of temporary and /or long term evacuee centers and ensuring they are adequately staffed.

• Acting as contact from the municipal control group to the Red Cross

• Acting as contact from the municipal control group to the Salvation Army • Acting as

contact from the municipal control group to the Parry Sound District Social Services administration Board (DSSAB)

• Liaising with the Medical Officer of Health on areas of mutual concern regarding operations in evacuee centers

• Ensuring that a representative of the Near North District School Board and/or Parry Sound Roman Catholic separate School Board is/are notified when a facility is/are

required as evacuee reception center(s) and that staff and volunteers utilizing the school facility(s) provide support from the Red Cross or salvation Army

representatives(s) with respect to its'/their maintenance, use and operation •

Ensuring kennel and other facilities for the car of personal pets.

6.3.7 LIAISON OFFICER OR ALTERNATE

The Liaison Officer will provide factual information, updates and authorized direction to the municipal control group in a timely fashion and to any municipal control group member who is absent from the emergency operation centre.

The Liaison Officer will clearly identify the role and the agencies that are represented. All communications must be clear and concise verbal and further provided by fax or email transmissions as required. It is of the utmost importance that the municipal control group receives information that keeps them informed and in a position to make decisions.

- The Liaison Officer is a municipal representative who has responsibility to provide ongoing information flow between the municipal operation center and any municipal control member who is not in attendance at the municipal operation center or any other ministry or agency as required.
- Liaising with the Medical Officer of Health on areas of public health concern. • Acting as contact from the municipal control group to the Parry Sound Health Centre.

6.3.8 ADMINISTRATIVE RESOURCE OFFICER OR ALTERNATE

- Assisting the Clerk Administrator as required.

- Ensuring that all important decisions made and actions taken by the Municipal Control Group are recorded on the even board

- Upon direction from the Clerk Administrator, notifying the required support and advisory staff of the emergency situation and the location of the Emergency Operations Centre.

- Arranging for the printing of materials, as required

- Coordinating the provision of clerical staff to assist in the Emergency Operations Centre, as required

• Making arrangements for meals for the staff/volunteers at the Emergency Operations Centre and the Site in conjunction with the Salvation Army

6.3.9 ONTARIO PROVINCIAL POLICE OR ALTERNATE

• Providing accurate and factual information to the Municipal Control Group • Notifying necessary emergency and community services as required • Establishing a site command post with communications to the Emergency Operations Centre

• Depending on the nature of the emergency, assisting in assigning the Site Manager and informing the Municipal Control group

• Establishing the inner perimeter within the emergency area

• Establishing the outer perimeter within the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict access to all but essential emergency personnel

• Providing traffic control staff to facilitate the movement of emergency vehicles • Alerting persons endangered by the emergency and coordination evacuation procedures.

   • Ensuring liaison with the Emergency Evacuation Coordinator regarding the establishment and operation of evacuation and/or reception centers

• Ensuring the protection of life and property and the provision of law and order • Providing police service in the Emergency Operations Centre, evacuee centers, morgues and other facilities as required.

• Notifying the coroner of fatalities

• Ensuring liaison with other communities, provincial and federal police agencies • Providing an Emergency Site Manager if required

6.4 EXTERNAL AGENCY RESOURCES

6.4.1 DISTRICT OF PARRY SOUND SOCIAL SERVICES ADMINISTRATION BOARD

The CAO of the Parry Sound District Social Services Administration Board is responsible for:

- Providing accurate factual information and advice to the Evacuation Centre
  Coordinator of the activated municipal control group

- Contacting the Provincial Community and Social Series Ministry as required •
Providing welfare (financial) assistance to any person in financial need of food,
accommodation and clothing due to the emergency situation

- Arranging the opening, operation, direction and supervision of sufficient
  Emergency Welfare Centres as may be required to provide the immediate
  financial welfare services required.

- Informing the municipal Control Group of the telephone numbers and locations of the
  Emergency Welfare Centers. Ensuring that all person using the Emergency Welfare
  Centres are registered.

- Liaising with the Public Information Officer regarding locations and procedures to
  obtain financial support at the Emergency Welfare Centre.

6.4.2 NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT

The North Bay Parry Sound Health Unit is responsible for:

- Providing accurate, factual information and advice to the Liaison Officer in the matter of
  public health and the Evacuation Centre Coordinator with regards to evacuation center
  issues.

- Ensuring contact with the Ontario Ministry of Health and Long Term Care, Public Health
  Branch

- Depending on the nature of the emergency, providing lead agency direction. • Establishing an
ongoing communications link with the senior health official at the scene of the emergency or at
the evacuation centres

- Providing advice on any matters which may adversely affect public health • Providing
authoritative instructions on health and safety matters to the public through the Emergency
Information Coordinator

- Coordinating the response to disease related emergencies or anticipated emergencies such

as epidemics, according to Ministry of Health and Long Term Care policies. • Ensuring liaison

with voluntary and private agencies, as required, for augmenting and coordinating public

health resources.

- Ensuring coordination of all efforts to prevent and control the spread of disease during the emergency
- Notify the Public Works Representative providing accurate, factual information and advice to the Fire Chief of the activated municipal control group
- Ensuring emergency medical services at the emergency site
- Depending on the nature of the emergency, assigning the site Manager and informing the Municipal Control Group
- Establishing an ongoing communications link with the senior EMS official at the scene of the emergency
- Obtaining EMS from other municipalities for support, if required
- Advising the Municipal Control Group if other means of transportation is required for large scale response
- Liaising with the Ministry of Health and Long Term Care Central Ambulance Communications Centre to ensure balanced emergency coverage is available at all times throughout the community
- Ensuring liaison with the West Parry Sound Health Centre

6.4.3 THE WEST PARRY SOUND HEALTH CENTRE

The West Parry Sound Health Centre is responsible for:

- Providing accurate factual information and advice to the Liaison Officer of the activated municipal control group
- Implementing the hospitals emergency plan
- Ensuring liaison with the Medical Officer of Health and local Emergency Medical Services

representatives with t respect to hospital and medical matters as required. • Evaluation requests

for the provision of medical site teams/medical triage teams, • Ensuring liaison with the Ministry

of Health and Long Term Care as appropriate regarding the need for potable water supplies and sanitation facilities

6.4.4 EMERGENCY MEDICAL SERVICES

The Emergency Medical Services is responsible for:

• Providing accurate factual information and advice to the Fire Chief of the activated municipal control group

• Ensuring emergency medical services at the emergency site.

• Depending on the nature of the emergency, assigning the Site Manager and informing the Municipal Control Group with the Medical Officer of Health

6.4.5 NEAR NORTH DISTRICT SCHOOL BOARD AND/OR SEPARATE SCHOOL BOARD The

School Boards are responsible for:

• Providing accurate factual information and advice to the Liaison Officer of the activated municipal control group

• Implementing the Emergency Plan of the affected school board/facility • Upon being contacted by the Municipal Evacuation Centre Coordinator, provide school board representatives to co-ordinate and provide direction with respect to maintenance, use and operation of the facilities being used as evacuation or reception centres • In the even of an Emergency during normal hours, the principal of the effected school is responsible for (a) implementing the school's evacuation Plan or (b) implementing the School's Evacuation Plan, as advised by the Municipal Control Group, depending on the nature and scope of the emergency

•

6.4.6 CANADIAN RED CROSS

The Red Cross will be directed from the municipal control group by the Evacuation Centre. Coordinator to conduct the following activities as per agreement:

• Be activated and operated under the direction and authority of the Municipal Evacuation Centre Coordinator

• Activate the Red Cross emergency alert system

• In cooperation with the Salvation Army, jointly operate the evacuation center in an effective and efficient manner

• As requested, provide a registration and inquiry service

• As requested, provide lodging requirements

• Assist in reunited separated family members as soon as conditions permit • Provide other human and material resources as required

• Maintain a record of all action taken.

6.4.7 SALVATION ARMY

The Salvation Army will be directed from the municipal control group by the Evacuation Centre. Coordinator to conduct the following activated as per agreement:

- Be activated and operate under the direction and authority of the Municipal Evacuation Centre Coordinator

- In cooperation with the Red Cross, jointly operate the evacuation centre in an effective and efficient manner

- Provide evacuation centre food, clothing and mobile feeding units

- Provide food for emergency operations center and site locations

- Provide and coordinate clergy assistance

- Provide other human and material resources as required

- Maintain a record of all action taken

6.4.8 Figure 1 COMMUNICATIONS LINKS BETWEEN MUNICIPAL CONTROL GROUP AND EXTERNAL AGENCIES.

Head of Council   C.A.O   Public Information Officer

OPP

Fire

Public Works

Admin Resource Officer

SCRUM TABLE

Evacuation Centre

DPSSAAB

Red Cross

Salvation Army

NBPS Health Unit

Liaison Officer

EMS

WPS Health Centre

Near North & Separate School Board
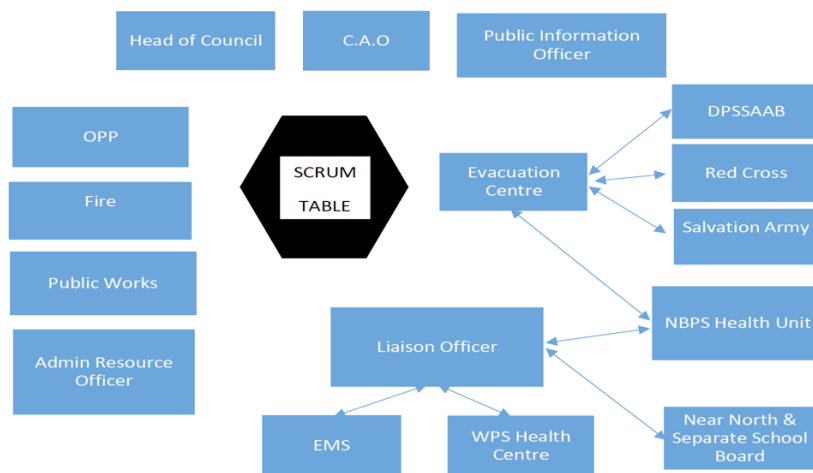
SCRUM TABLE

PART VII EMERGENCY INFORMATION (EI)

7.1 GENERAL REQUIREMENTS

During an emergency, it is imperative that the general public and those directly involved in the emergency be given correct and timely information. It is essential that it begin as soon as the Emergency Operations Centre becomes operational and ends when the emergency has been officially terminated. Emergency information (EI) updates must be provided as well during the Recovery phase if it is extended for any period of time. The emergency Information Officer and their staff will ensure that the Emergency information is provided as long as necessary and as long as recovery operations are in progress.

7.2 EMERGENCY INFORMATION OFFICER

The "Emergency Management and Civil Protection Act" requires that each municipality designate and Emergency Information Officer (EIO) to assist with the dissemination of emergency information to the affected general public.

7.3 MEDIA CENTRE/EI CENTRE

In the event of an Emergency, it is advisable to have an area in each municipality that can be used for media purposes and away from the Municipal Emergency Operations Centre. Media should be kept at arms' length from the Municipal Emergency Operations Centre to avoid disruption.

This area should allow space/staff/equipment for:

• Public interviews with TV/Radio staff

• Municipal news conferences

• Distribution of media packages etc.

• Media monitoring

• Writing media releases

The designated area in the municipality as the Emergency Information Centre/Media centre is:

McKellar Library at 701 Highway 124, McKellar, ON, P0G 1C0

In this Township the designated spokespersons are the Head of Council and Clerk/Administrator

PART VIII COMMUNITY EMERGENCY MANAGEMENT COORDINATOR 8.1

DURING ACTIVATION

During a Municipal Control Group activation, the Community Emergency Management Coordinator (CEMC) is responsible for:

- Assisting in activating and arranging the Emergency Operations Centre • Ensuring that security is in place for the Emergency Operations Centre and registration of Municipal Control Group members ensuring that all members have the necessary plans, resources, supplies, maps and equipment
- Providing advice and clarifying the implementation details of the Emergency Response Plan.
- Maintaining the records and logs for the purpose of debriefings and post-emergency reporting that will be prepared.

8.2 DURING NORMAL OPERATIONS

During normal municipal operations, the responsibilities of the Community Emergency Management Coordinator (CEMC) shall include:

- Successfully completing all training as required by Emergency Management Ontario and maintaining familiarity at all times with current standards and legislated community accountabilities
- Identifying the emergency management program financial and resource requirements and preparing or assisting in the preparation of an annual emergency program budget

submission.

- Forming a Community Emergency Management Program Committee to address the following:
  - Conduct the community's Hazard Identification and Risk Assessment process - Prepare and obtain Emergency Management Ontario approval of a community emergency response plan
  - Ensure the designation and development of an appropriate community Emergency Operations centre
  - Conduct the critical infrastructure identification process.
  - Conduct annual training for the members of the Municipal Control Group and Municipal Operations Centre support staff.
  - Conduct an annual exercise to evaluate the community emergency response plan. - Identify individuals to act as emergency information staff
  - Develop and implement a community emergency management public awareness program
  - Conduct an annual review of the community emergency management program - Maintain the response plan to ensure it is up to date and accurately reflects the community risk assessment and emergency management program priorities. - Liaise with the sector Emergency Management Ontario Community Officer at all times to ensure that the community emergency management program maintains the legislated standards.

PART IX GENERAL ADMINISTRATION

9.1 VOLUNTEER REGISTRATION

During any emergency, volunteers are going to come forward and want to provide assistance to the affected community. *Registered* volunteers or those under contract are considered "employees" under the Workplace Safety and Insurance Act and are eligible for injury benefits. Emergency workers (volunteers) may be pre-registered by the municipality or registered as needed. Registration should be handled by those persons managing the Human Resources functions.

9.2 MUTUAL AID FIRE AGREEMENTS

Each municipality should enter into Mutual Aid Fire Agreements with neighboring municipalities in or outside its own jurisdiction to obtain the required fire resources when

needed during emergencies to assist its community.

The Fire Chief/designate is the responsible party for initiation the Mutual Aid process for the community.

9.3 MUTUAL ASSISTANCE AGREEMENTS (MAA'S)

Mutual Assistance Agreements (MAA's) are legal documents made in advance to lay the ground rules for obtaining needed non-fire resources in the event of an emergency and are used for those situations that are beyond the capabilities of local resources.

West Parry Sound Municipalities are advised to enter into Mutual Assistance Agreements with neighboring municipalities for obtaining needed non-fire resources and or offering assistance/resources to neighboring municipalities when resource capabilities are low.

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-44

**Being A By-Law to Adopt the Estimates of All Sums
Required During the Year 2024 (Yearly Budget)**

WHEREAS the Municipal Act, C.25, S.O. 2001, as amended, Section 290, (Yearly Budget, Local Municipalities) provides that the council of a local municipality shall, in each year, prepare and adopt estimates of all sums required during the year for the purposes of the municipality including any amounts required for any board, commission or other body;

NOW THEREFORE the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. That the estimates of sums for all purposes as set out in Schedule 'A' attached hereto, are hereby adopted.

2. That this by-law shall come into force and take effect upon passage by Council.

READ a **FIRST** and **SECOND** time this 21st day of May, 2024.

David Moore, Mayor

Karlee Britton, Acting Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 4th day of June, 2024.

David Moore, Mayor

Karlee Britton, Acting Clerk/Administrator

Schedule 'A' to By-law 2024-44

2024 Budget Year	Budget			
Department		**REVENUE**		**EXPENDITURE**
General Government	- $	1,478,362.30	$	1,164,315.90
Fire Department	- $	2,160.00	$	357,590.00
Building Department	- $	158,000.00	$	173,142.14
Protection to Persons & Property	- $	6,700.00	$	418,485.62
Transportation	- $	350.00	$	1,462,504.94
Environmental	- $	40,686.00	$	246,913.00
Health Care	$	-	$	292,465.20
Social Service	$	-	$	380,687.00
Recreation	- $	6,550.00	$	17,850.00
Parks and Facilities	- $	3,000.00	$	77,300.00
Community Centre	- $	1,500.00	$	77,858.66
Cultural Services	$	-	$	1,000.00
Sesquicentennial Ad Hoc Committee	- $	81.87	$	81.87
West Parry Sound Recreation & Cultural Centre	- $	58,007.12	$	96,678.54
Public Library	- $	7,800.00	$	62,300.00
Historical Committee	- $	300.00	$	5,500.00
Planning Department	- $	13,600.00	$	98,852.00
Business Development	- $	13,200.00	$	12,000.00
McKellar Market	- $	12,000.00	$	27,968.68
TOTAL OPERATING	**- $ 1,802,297.29**		**$**	**4,973,493.55**
TOTAL CAPITAL	**- $ 2,244,838.59**		**$**	**3,181,009.87**

	Budget			
SCHEDULE OF RESERVES		**Transfer From**		**Transfer To**
Total	$	789,918.29	$	945,478.95

MUNICIPAL LEVY for OPERATING Budget	$	3,171,196.25
MUNICIPAL LEVY for CAPITAL Projects	$	936,171.28
INVESTMENT IN INFRASTRUCTURE & ASSETS	$	56,207.95
TOTAL MUNICIPAL LEVY (includes amounts billed at Interim)	**$**	**4,163,575.48**
2023 Tax Levy	$	3,915,941.47
2024 Growth Related Tax	$	76,306.11
6.323% Tax Increase	$	171,327.90
Total Levy	**$**	**4,163,575.48**

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-26

Being a By-law to Enter into a Purchase and Sale Agreement with Cogeco Connexion Inc. for the Purchase of The Communication Tower Identified as the "McKellar Site", Located at 3 Sharon Park Drive, McKellar, ON P0G 1C0 (Latitude 45.511774, Longitude -79.924013)

WHEREAS pursuant to Section 9 of the Municipal Act, 2001, S.O. 2001, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS pursuant to Section 5.3 of the Municipal Act, 2001, S.O. 2001, c.25, the powers of every Council shall be exercised by by-law; and

WHEREAS it is deemed expedient that the Township of McKellar enter into a Purchase and Sale Agreement with Cogeco Connexion Inc. respecting the purchase of the Communication Tower Identified as the "McKellar Site", Located at 3 Sharon Park Drive, McKellar, ON P0G 1C0 Latitude 45.511774, Longitude -79.924013; and

WHEREAS such a Purchase and Sale Agreement is required to set out the terms and conditions of the sale;

NOW THEREFORE the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1. **THAT** the Mayor and Clerk/Administrator be authorized to execute the Purchase and Sale Agreement attached hereto as 'Schedule A' and forming a part of this by-law with Cogeco Connexion Inc.

2. **THAT** a copy of said Agreement shall remain attached to and form part of this by-law marked as Schedule A.

3. **THAT** this by-law shall come into effect upon the passing thereof.

READ a **FIRST** and **SECOND** time this 2nd day of April, 2024.

_____   _____
David Moore, Mayor   Ina Watkinson, Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 2nd day of April, 2024.

_____
David Moore, Mayor

_____
Ina Watkinson, Clerk/Administrator

CORPORATION OF THE TOWNSHIP OF MCKELLAR

BY-LAW NO. 2024-50

**Being a By-law to provide for the adoption of tax rates and to
further provide for penalty and interest in default of payment
thereof for the year 2024**

WHEREAS Section 312 of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, provides that the Council of a local municipality, shall after the adoption of the estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each rateable property class;

AND WHEREAS the 2024 general local municipality levy for all purposes has been set at **$ 4,163,575.48** and adopted by By-law 2024-44;

AND WHEREAS the tax ratios on all rateable property for the 2024 taxation year have been set by By-law 2024-07;

AND WHEREAS the rates on the property classes have been calculated pursuant to the provisioned of the Municipal Act and the manner set out herein:

NOW THEREFORE the Council of the Corporation of the Township of McKellar hereby enacts as follows:

1.   THERE shall be levied and collected upon assessable rateable lands and buildings within the municipality, the following rates for the year 2024:

PROPERTY CLASS	MUNICIPAL	EDUCATION	TOTAL
Residential	0.00593982	0.00153000	0.00746982
Commercial	0.00653380	0.00880000	0.01533380
Industrial	0.00653380	0.00880000	0.01533380
Farmland	0.00148495	0.00038250	0.00186745
Managed Forest	0.00148495	0.00038250	0.00186745

2.   **THAT** the amounts required to be levied and collected by this by-law shall be reduced by the amounts levied and collected by the interim tax levy authorized by By-law 2024-06 as amended;

3.   **THAT** every owner of land shall be taxed according to the tax rates in this by-law and such tax shall become due and payable on September 1st, 2024;

4.   On all taxes of the levy, which are in default on the 2nd day of September, 2024, a penalty of 1.25 percent shall be added and thereafter a penalty of 1.25 percent per month will be added on the 1st day of each and every month the default continues, until December 31, 2024.

5   On all taxes default on January 1, 2025, interest shall be added at the rate of 1.25 percent per month for each month or fraction thereof in which the default continues.

6.   Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and form part of such unpaid tax levy.

7.   The Collector is hereby authorized to mail or cause to be mailed, in printed form (and electronic form where authorized by the property owner to deliver in such manner), the notice of taxes due to the address of the residence or place of business of the person to whom notice is required to be given.

8.   Payment for the property taxes shall be remitted to the Treasurer/Tax Collector at the municipal office, in the manner of cash, cheque, electronic bill payment, debit card or interact e-transfer.

9.   The Treasurer/Tax Collector is authorized to accept part payment from time to time on account of any taxes due and to give receipts from time to time on account of any taxes due, providing that the property tax account is not in tax sale proceedings.

10.   This By-Law shall come into force and effect upon the date of the final reading thereof.

READ a **FIRST** and **SECOND** time this 5th day of June, 2024.

_____   _____
David Moore, Mayor   Karlee Britton, Acting Clerk/Administrator

READ a **THIRD** time and **PASSED** in **OPEN COUNCIL** this 5th day of June, 2024.

_____
David Moore, Mayor

_____
Karlee Britton, Acting Clerk/Administrator

22. Unfinished Business

Date	Res. No.	Item & Description	Assigned to	Status
		Deerfield-Bay Road Upgrades	Public Works & Clerk's Dept.	All information provided by the Engineer will be presented to the representative for the Association in Spring 2024.
Sept. 13/22	22-353 24-203	Agreement with Cogeco Cable	Deputy Clerk	Township has no need for Tower. Cogeco can decommission in 2025.
Mar. 7/23	23-204	By-law 2023-23 Being a By-law to Regulate Dogs in the Township	By-law Enforcement Officer	By-law deferred at Dec. 19/23 meeting. BLEO to make updates and present to Council at a future meeting.
May 16/23	23-352	Volunteer Waiver	Clerk's Dept.	Currently being reviewed by the Twp's Solicitor after comments received by the Twp's insurance company.
Jul. 4/23	23-470	Re-name Hart Road (formerly Fire Route 306)	Clerk's Dept.	Residents on road have been contacted, they are coming up with another name.
Nov. 21/23	23-726	Placement of a Dry Hydrant	Fire Chief	The FC & Engineer are discussing a suitable location. A report to Council with a new location to follow.
Jan. 9/24	24-013	Purchase and Circulation of Transfer Station Permits	Deputy Clerk	In-house proof to be circulated to Council for approval.
Jan. 9/24	24-017	By-law 2024-03 Adopt a Human Resources Policy	Clerk's Dept.	To be discussed at a future meeting in Closed Session.
Feb. 7/24	24-080	By-law 2024-15 Being a By-law to Amend the Parking By-law (with respect to fees)	By-law Enforcement Officer	Report to Council with area Municipality fees.
Mar. 1/24	24-107	Quotations for Playground Equipment for Broadbent Ball Park		Deputy Clerk has reached out to play structure vendors to see what equipment is available and can use research to draft a tender. A survey will be circulated at a Community BBQ on June 22nd.
Mar. 1/24	24-108	Road Studies for Stoney Road, Dockside Drive, Bruce Trail, Moffat Road and Lakeshore Boat Ramp.		
Apr. 2/24	24-191	Change of Civic Address Number for 292 McKellar Ferguson Boundary Road	Clerk	Consulting with Solicitor. MTO called to inquire if the road name was changing.

AMO Watchfile

May, 16 2024

In This Issue
- AMO Board nominations open.
- Submit your application for the PJ Marshall Awards.
- Save the date - *Conservation Authorities Act* webinar.
- IPC Transparency Challenge.
- AMO 2024 Conference: Request delegation meetings by June 7.
- AMO members' guide to request, prepare for & participate in delegation meetings.
- Understanding Competing Human Rights - May 23 workshop.
- Advanced Councillor Training workshops.
- Disability Inclusion Virtual Workshop - June 5.
- Cybersecurity June 12 workshop for Municipally Elected Officials.
- Managing Communications During a Time of Crisis - June workshop
- Navigating Conflict Relationships: Transforming conflict into collaboration.
- Blog: The water service line to a resident's home erupts. Now what?
- Join a live discussion on Ontario Health & Safety challenges and opportunities.
- Canoe spring webinar on streamlining procurement.
- Careers.

AMO Matters
Have you considered serving on AMO's Board? Participate in setting strategic objectives, policy and program initiatives, and the budget. Click here for more information.

The Peter J. Marshall Municipal Innovation Award celebrates municipal governments in Ontario that implement new and innovative ways to make public services, facilities, and infrastructure better for Ontarians. View full details here.

On June 14, Conservation Ontario and AMO will host a webinar on recent legislative and regulatory changes under the *Conservation Authorities Act*. Registration details coming soon.

Provincial Matters
Show and tell us how your transparency project or program is modern and innovative, improves government transparency creatively, and has a solid positive impact for Ontarians. Submissions due May 31.

Education Opportunities
The Ministry of Municipal Affairs and Housing (MMAH) has launched the delegation forms to request your meetings at the 2024 AMO Annual Conference. Submit your delegation request by **June 7, 2024, 5:00pm EST**. English Delegation Requests | French Delegation Requests.

The AMO Guide to Delegation Meetings provides information for you to consider what issues to focus on for your delegation meetings, what information you need to provide in your delegation forms and how to prepare for your delegation meetings. Make the most of your delegation meetings with this guide.

AMO and Hicks Morley have developed training to support municipal elected officials and council in understanding their obligations related to human rights and understanding how to manage seemingly competing human rights. Register for this important [Competing Rights May 23 workshop](#).

As an elected municipal official we know the pressure you deal with is real and we are here to support you. AMO has developed [Advanced Councillor Training](#) focused on core elements of leadership. Register for the [May 29 Strategic Thinking, Planning and Leading workshop](#), and the [October 2 Community Engagement Strategic Approaches workshop](#).

AMO Education has partnered with the Abilities Centre to deliver a workshop designed to enhance elected official understanding and approach to inclusion. Register for this important [Disability Inclusion June 5 workshop](#).

AMO has partnered with the Toronto Metropolitan University's (TMU) Rogers Cybersecure Catalyst to prepare elected officials in understanding cybersecurity and to make critical decisions related to preventing, preparing for, and responding to cyber security incidents. Register for the [June 12 Cybersecurity workshop](#) to learn how to prevent, prepare, and respond.

During times of crisis such as natural disasters or public disruption, municipally elected officials find themselves at the front line and facing the expectations of providing up to date and useful information to their communities. The [June 19 Managing Communications through Crisis workshop](#) is an opportunity to develop and enhance your approach to managing all aspects of crisis communications during and emergency. Join your colleagues to learn techniques for effective and proactive communications with community and media.

Having conflict-free and collaborative relationships can play a significant role in helping locally elected officials carry out your collective responsibilities as decision-makers of their communities. Learn how to accomplish this at the [June 26-27 Navigating Conflict Relationships workshop](#).

LAS
We often take for granted the infrastructure around constituents' homes, until something goes wrong. [What can your residents do](#) if water was spewing from their driveway due to a damaged water line?

Our Occupational Health and Safety Management digital service partner invites you to attend a [live symposium](#) on health and safety, in Markham on May 30.

Canoe's [spring webinar series](#) wraps up next week - May 23 at 11am. Procurement expert Stephanie Dion shares her insights on how to do group procurement and comply with trade agreements. [Register here](#) to attend.

Careers
[Integrity Commissioner - City of Toronto](#). Closing Date: June 10, 2024.

[Fitness Coordinator - City of Orillia](#). Closing Date: May 24, 2024.

[Deputy Chief Building Official - Township of The Archipelago](#). Closing Date: June 3, 2024.

[Coordinator, Environmental Services - City of Windsor](#). Closing Date: May 21, 2024.

[Manager - Capital Planning and Corporate Asset Management - Region of Durham](#). Closing Date: May 21, 2024.

About AMO
AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow @AMOPolicy on Twitter!

AMO Contacts
AMO Watchfile Tel: 416.971.9856
Conferences/Events
Policy and Funding Programs
LAS Local Authority Services
MEPCO Municipal Employer Pension Centre of Ontario
ONE Investment
Media Inquiries
Municipal Wire, Career/Employment and Council Resolution Distributions

May, 23 2024

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- AMO Board nominations open.
- Webinar Registration – "Conservation Authorities and Municipalities Working Together".
- Call for Delegates to SIESLR Conference.
- IPC Transparency Challenge.
- AMO 2024 Conference: Request delegation meetings by June 7.
- AMO members' guide to request, prepare for & participate in delegation meetings.
- Disability Inclusion Virtual Workshop - June 5.
- Cybersecurity June 12 workshop for Municipally Elected Officials.
- Managing Communications During a Time of Crisis - June workshop
- Navigating Conflict Relationships: Transforming conflict into collaboration.
- IESO Municipal Series – Operating for Energy Efficiency – W/WW.
- Last chance: Canoe spring webinar on streamlining procurement.
- Careers.

AMO Matters
Have you considered serving on AMO's Board? Participate in setting strategic objectives, policy and program initiatives, and the budget. Click here for more information.

Registration is now open to municipal elected officials and senior municipal staff for the Conservation Ontario and AMO webinar on June 14, 2024 regarding updates to the *Conservation Authorities Act*.

Provincial Matters
Explore economic trends impacting Canada and the world at the Summer Institute on Economic Security and Local Resilience (SIESLR) conference on July 18-19, 2024 in Orillia. Register by June 1.

Show and tell us how your transparency project or program is modern and innovative, improves government transparency creatively, and has a solid positive impact for Ontarians. Submissions due May 31.

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LAS
Want to reduce energy consumption at your treatment plants? Join the IESO webinar on June 4 to review key principles of energy efficiency and gain insights on potential for energy optimization while protecting your effluent quality. Register here today.

Canoe's spring webinar series continues today at 11am. Procurement expert Stephanie Dion shares her insights on how to do group procurement and comply with trade agreements. It's not too late - register here to attend.

Careers
Asset Management Analyst, Fire - City of Mississauga. Closing Date: May 29

Data Analysis Coordinator - Region of Durham. Closing Date: May 31, 2024

Senior Policy Advisor - Treasury Board Secretariat. Closing Date: May 30, 2024

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ONE Investment
Media Inquiries
Municipal Wire, Career/Employment and Council Resolution Distributions

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THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE
69 Fourth Avenue, Larder Lake, ON
Phone: 705-643-2158 Fax: 705-643-2311

MOVED BY:
___ ☐ Thomas Armstrong
___ ☐ Patricia Hull
___ ☑ Paul Kelly
___ ☐ Lynne Paquette

SECONDED BY:
___ ☑ Thomas Armstrong
___ ☐ Patricia Hull
___ ☐ Paul Kelly
___ ☐ Lynne Paquette

Motion #: 8
Resolution #:
Date: May 14, 2024

WHEREAS Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province;

AND WHEREAS the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of exotic wild animals in captivity;

AND WHEREAS exotic wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province;

AND WHEREAS the keeping of exotic wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife;

AND WHEREAS owners of exotic wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns;

AND WHEREAS municipalities have struggled, often for months or years, to deal with exotic wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges;

AND WHEREAS the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of exotic wild animals and

Recorded vote requested: ☐

	For	Against
Tom Armstrong		
Patricia Hull		
Paul Kelly		
Lynne Paquette		
Patty Quinn		

I declare this motion
☐ Carried
☐ Lost / Defeated
☐ Deferred to: _____ (enter date)
Because:
☐ Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair:

_____

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

MOVED BY:	SECONDED BY:	
___ ☐ Thomas Armstrong	___ ☐ Thomas Armstrong	Motion #: 9
___ ☐ Patricia Hull	___ ☐ Patricia Hull	Resolution #:
___ ☐ Paul Kelly	___ ☐ Paul Kelly	Date: May 14, 2024
___ ☐ Lynne Paquette	___ ☐ Lynne Paquette	

roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

THEREFORE BE IT RESOLVED THAT The Corporation of the Township of Larder Lake hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of exotic wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the exotic wild animal population;

AND FINALLY THAT a copy of this resolution be forwarded to the Premier of Ontario, Ontario's Solicitor General, Ontario's Minister for Natural Resources and Forestry, MPP Timiskaming-Cochrane, AMO, AMCTO, MLEAO, Timiskaming Municipal Association (TMA), the Federation of Northern Ontario Municipalities, (FONOM), and all municipalities within the District of Timiskaming.

Recorded vote requested: ☐

	For	Against
Tom Armstrong	✓	
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

☑ Carried	
☐ Lost / Defeated	
☐ Deferred to: _____	(enter date)
Because:	
☐ Referred to: _____	(enter body)
Expected response: _____	(enter date)

Disclosure of Pecuniary Interest*

Chair: _____

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

Ontario Land Tribunal

655 Bay Street, Suite 1500
Toronto ON M5G 1E5
Telephone: (416) 212-6349
Toll Free: 1-866-448-2248
Website: olt.gov.on.ca

Tribunal ontarien de l'aménagement du territoire

655 rue Bay, suite 1500
Toronto ON M5G 1E5
Téléphone: (416) 212-6349
Sans Frais: 1-866-448-2248
Site Web: olt.gov.on.ca

Date: May 28 2024

John Jackson
1 Mall Street, Unit 2
Parry Sound, ON P2A 3A9
PSAPB@vianet.ca

Re: OLT Case Number(s):   OLT-23-001175
Municipality/Upper Tier: McKellar/Parry Sound D
Subject Property Address: Part Lot 21, Concession 5 – Part 2,42R - 21165
Reference Number(s):   B11/2023 (McK)

Subsection 53(29) of the *Planning Act* provides;

(29) If all appeals under subsection (19) or (27) are withdrawn and the time for appealing has expired, the Tribunal shall notify the council or the Minister, as the case may be, and subject to subsection (23), the decision of the council or the Minister to give or refuse to give a provisional consent is final.

I am writing to advise that the appeal by **1000159798 Ontario Inc.** was withdrawn by letter dated **May 24 2024**.

There are no outstanding appeals in this matter, and our file is closed.

Yours truly;

Euken Lui
Acting Registrar

c.c.
Jennifer Biggar, jbiggar@russellchristie.com
Russell Cheeseman, rdcheese@aol.com
The Clerk, Township of McKellar, clerk@mckellar.ca

Item 25.4

Updates on our advocacy initiatives

View this email in your browser.

AMCTO
THE MUNICIPAL EXPERTS

About AMCTO | Professional Growth | Advocacy & Policy | Network & Community

Advocacy Update
Learn more about our work as we advocate on behalf of AMCTO members

May 24, 2024

Advocacy Update: Province Introduces Bill 194 *Strengthening Cyber Security and Building Trust in the Public Sector Act*

On May 13, 2024 the Minister of Public and Business Service Delivery, the Hon. Todd McCarthy introduced Bill 194, *Strengthening Cyber Security and Building Trust in the Public Sector Act, 2024*. The proposed legislation enacts the *Enhancing Digital Security and Trust Act (EDSTA)* and amends the *Freedom of Information and Privacy Protection Act (FIPPA)*. The *EDSTA* intends to provide a framework to address cyber security, artificial intelligence (AI) systems while supporting digital service delivery of public sector entities, including municipalities. Meanwhile, *FIPPA* amendments better prevent and respond to privacy breaches of respective institutions.

As digital services expand and citizen expectations continue to evolve, a key focus of AMCTO advocacy has been for municipal administrators to have the right legislative tools and guidance to manage risk, security and other impacts of technology on service delivery. We are pleased to see the Province respond to our calls and take a step in the right direction.

If passed, the Bill will:

- establish Lieutenant Governor in Council (LGIC) and Minister authority to make regulations and requirements for cybersecurity programs, reporting, and standards among other areas; and

- define AI and rules for 'transparent, accountable and ethical' use such as informing the public about the use of AI, developing and implementing an accountability framework and related risk-management.

The *EDSTA* also seeks to protect children's personal information, however such provisions will only apply to entities such as school boards and children's aid societies.

The Bill further aims to enhance and modernize privacy protection through *FIPPA* amendments that:

- increase the Information and Privacy Commissioner of Ontario's (IPC) authority over privacy compliance investigations, conducting reviews of information practices and issuing compliance orders;
- introduce new data breach notification and reporting requirements;
- require privacy impact assessments and safeguards to protect personal information;
- establish a provision related to whistleblowing; and
- offer a "tell us once" option rather than restating information when accessing digital services.

The Bill has been ordered for second reading before proceeding to referral to a standing committee, during which there will be an opportunity for public presentations and written submissions for feedback on the bill.

The legislation comes alongside a regulatory registry posting. The Consultation on proposed legislation: Strengthening Cyber Security and Building Trust in the Public Sector Act, 2024 is open for comment until June 11, 2024. We are currently reviewing the bill and may potentially be commenting. If you have concerns or comments about the bill, please contact us by **June 1, 2024**.

When it comes to modernizing legislation and regulations that affect the municipal sector, we have often highlighted the importance of collaborating with the Province and regulators such as the IPC. One example is through our *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)* submission and related member toolkit. Since its launch we continue to receive municipal council resolutions in support of such legislative changes - if your municipality has developed a council resolution, we encourage you to let us know if you have not done so already.

SUBMIT YOUR MFIPPA COUNCIL RESOLUTION

We look forward to continuing to work together to address modernization challenges and leverage opportunities for municipalities in this area.

AMCTO | The Municipal Experts
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