



The Corporation of the Town of LaSalle

Minutes of a meeting of the Emergency Management Program Committee Meeting

October 10, 2019, 2:00 p.m.

LaSalle Room

LaSalle Civic Centre, First Floor
5950 Malden Road

Present: Mayor Marc Bondy

Regrets: Deputy Mayor Crystal Meloche

Also Present: Joe Milicia, CAO
Fire Chief Dave Sutton
Deputy Fire Chief Ed Thiessen
Kevin Beaudoin, Deputy Police Chief
Dale Langlois
Agatha Robertson, Director of Council Services and Clerk
Peter Marra
Dawn Hadre
Sue Nantais

1. Call to Order

Chief Sutton calls the meeting to order at 2:09 p.m.

2. Disclosures of Pecuniary Interest and the General Nature Thereof

None

3. Adoption of Minutes from Previous Meeting

That the minutes of the meeting of the Emergency Management Program Committee dated April 4, 2019 BE ADOPTED as presented.

4. Business Arising from the Minutes

4.1 Operational implementation of Everbridge Notification System for MCG notifications

Dispatchers were trained on the use of Everbridge by the IT Supervisor in March/April. This training allows the Dispatchers to send a notification message through Everbridge to the Municipal Control Group members in the event of an emergency.

LaSalle Alerts Emergency Notification Policy - currently in draft format and ready to proceed to Council. The Chief asked members of this committee to provide feedback over the next few days, if any changes are needed. Once finalized this report will be submitted to the Clerk's office to be added to the next available council meeting for approval.

5. Emergency Response Plan Review

5.1 Change of location - secondary EOC

The Town of LaSalle secondary EOC location is now:

Tecumseh Fire Station 2
5520 Walker Rd
Tecumseh, ON

5.2 Draft Flood Response Plan Appendix

This flood plan will be added as an appendix to our Emergency Response Plan (ERP). Chief Sutton again asked for members to provide feedback prior to the plan being finalized in the coming weeks.

5.3 Each department to report any new or changed Municipal Control Group members

Committee members were reminded to provide any changes to Municipal Control Group members from their departments.

The IMS structure chart is not noted in the main body of the ERP report. This will be added to prior submission to Council for approval of the plan.

6. Review of H.I.R.A, Critical Infrastructure and Emergency Management Program effectiveness

D. Langlois will resend the list of vendors for everyone to review. Please highlight anyone else that needs to be added to this list. This list will be reviewed at the next Emergency Management Committee meeting.

Hazard Assessment Chart - changes made to this chart with regards to shoreline/overland flooding and severe thunderstorm/flash flooding.

7. Training & Public Education

All 2019 training has centered around overland flooding.

Four Town of LaSalle staff attended the Basic Emergency Management (BEM) course in May 2019.

Emergency preparedness public education has consisted of social media blasts and providing resource materials at all fire service events.

8. Annual Exercise

This years annual exercise will continue with flooding as the exercise scenario. LaSalle Alerts will be tested the day of the exercise. Dispatch will send notifications to the MCG members. D. Hadre will notify the public prior to this date to encourage people to sign up before we test the system.

Discussion of 2020 training and program needs and topics: Get Ready software program - uses include training, emergency exercise development and physical facilitation of an exercise with feedback and critiques. A budget request has been submitted and will be included for annual budget deliberations.

9. Other New Business

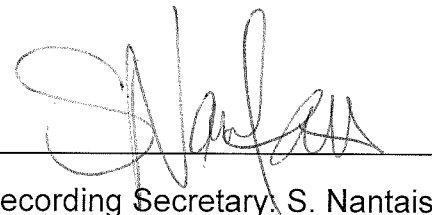
Discussed Town of Tecumseh's preparedness plans for overland flooding as an effective model.

Discussed initiating regular dialogue in the spring with external partners regarding overland flooding in our area.

Suggestions for summer student(s) to canvass our vulnerable areas to obtain contact information and encourage residents to sign up for LaSalle Alerts.

10. Adjournment

The meeting is adjourned at 3:10 p.m.

A handwritten signature in dark ink, appearing to read 'S. Nantais', is written over a horizontal line.

Recording Secretary, S. Nantais