

THE CORPORATION OF THE TOWNSHIP OF PERRY

BY-LAW 2026-67

Being a By-law to adopt an Emergency Management Program and Emergency Response Plan and to meet other Requirements under the Emergency Management and Civil Protection Act

WHEREAS under the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9 and (the "Act") Ontario Regulation 380/04 (the "Reg") every municipality in the Province of Ontario is required to:

- Develop and implement an emergency management program, which shall consist of:
 - an emergency plan;
 - training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
 - public education on risks to public safety and on public preparedness for emergencies; and
 - any other elements required by the standards for emergency management set under the Act or by Emergency Management Ontario;
- Designate an employee of the municipality or a member of the council as its community emergency management coordinator (CEMC);
- Establish an emergency management program committee (EMPC);
- Establish a municipal emergency control group (MECG);
- Establish an emergency operations centre (EOC) to be used by the municipal emergency control group in an emergency; and
- Designate an employee of the municipality as its emergency information officer (EIO);

AND WHEREAS it is prudent that the emergency management program developed under the Act be in accordance best practices, including the five core components of emergency management; prevention, mitigation, preparedness, response and recovery;

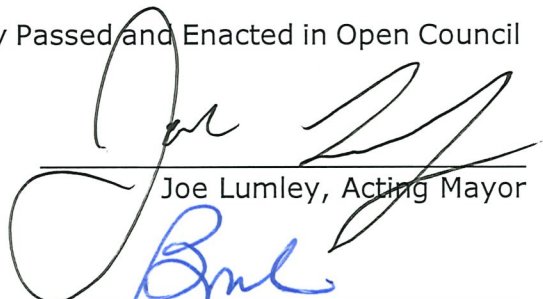
AND WHEREAS the purpose of such a program is to help protect public safety, public health, the environment, critical infrastructure and property during an emergency and to promote economic stability and a disaster resilient community;

AND WHEREAS provide the EMPC/Community Emergency Management Coordinator has the authority to make administrative changes to the Emergency Plan and Appendices to keep the Plan current. Substantive changes to the plan will be brought to council for review and updated by-law;

NOW THEREFORE BE IT RESOVLED THAT the Council of the Corporation of the Township of Perry hereby enacts as follows:

1. **THAT** the Township of Perry will adopt the Strategic Emergency Response Plan attached hereto, and said Plan shall form part of this By-law.
2. **THAT** By-law 2022-106 and 2022-107 are hereby repealed.
3. **THAT** this By-law shall come into force and effect upon the date of passage thereof.

READ a First, Second, and Third Time and Finally Passed and Enacted in Open Council this 7th day of October, 2026


Joe Lumley, Acting Mayor


Beth Morton, Clerk-Administrator

THE CORPORATION OF THE TOWNSHIP OF PERRY



Strategic Emergency Response Plan

Date approved by Town Council:	
By-law #:	2026-067
Last Revision Date:	



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SECTION 1 - EXECUTIVE SUMMARY

Disclaimer

This Perry Township Strategic Emergency Response Plan and Program was adopted by the Council of The Corporation of the Township of Perry to comply with the *Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9, as amended*.

Perry Township does not, in any way, guarantee or warrant the accuracy, completeness or usefulness of any information, product or process disclosed or recommended in this document, or that the procedures laid out herein will be a perfect response to any emergency situation. The procedures laid out herein will be implemented on a best-efforts basis.

The Perry Township Strategic Emergency Response Plan and Program is the property of The Corporation of Township of Perry and may not be reproduced in whole or in part without the prior written consent of the Township.

Introduction

This Emergency Management Plan and Program has been prepared in order to provide key officials, agencies and departments within the Perry Township with a general guideline to the initial response to an emergency and an overview of their responsibilities during an emergency.

For this plan to be effective, it is important that all concerned be made aware of its provisions and that every official, agency and department be prepared to carry out their assigned functions and responsibilities in an emergency. The following paragraphs provide an overview of the background and some of the highlights of this plan.

Background

The *Emergency Management & Civil Protection Act R.S.O. 1990 c.E.9, as amended* provides the authority to municipalities to formulate and implement Emergency Plans. The legislation states that a “Head of Council” may declare that an Emergency exists within a municipality and may take such action as may be deemed necessary and are not contrary to law to protect the property, health, safety and welfare of the inhabitants of the Emergency area.

Municipalities routinely respond to situations that require responses from fire, police, ambulance, and public works. Large-scale emergencies such as chemical spills, plane crashes, tornadoes and floods can severely deplete available resources and require additional personnel, equipment and expertise. In cases such as these, an Emergency Plan must be implemented.

Response to a large-scale Emergency requires an assessment of the situation, an effective determination of resources required, and the efficient deployment and management of these resources. The primary role of Township government in an Emergency is to provide the organizational framework within which the coordinated response will take place, thereby reducing the impact of the Emergency on the inhabitants within the Township.



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Perry Emergency Control Group (PECG)

The ECG is comprised of the following persons;

- Municipal Clerk / Chair of the ECG
- Deputy Clerk / Emergency Information Officer
- Fire Chief / Community Emergency Management Coordinator
- Chief Building Official
- Municipal Treasurer
- Roads Supervisor

Perry Emergency Management Program Committee (PEMPC)

The EMPC is comprised of the following persons:

- Municipal Clerk / Chair of the ECG
- Deputy Clerk / Emergency Information Officer
- Fire Chief / Community Emergency Management Coordinator
- Chief Building Official
- Municipal Treasurer
- Roads Supervisor

Plan Maintenance

The Community Emergency Management Coordinator (CEMC) maintains the master copy of this Plan. Each time major revisions are made to the plan, it must be forwarded to the Township Council for approval.

It is the responsibility of each person, agency, service or department named within this Emergency Plan to notify the Perry CEMC forthwith of any administrative changes.

Annual Compliance

Perry Township is required under the Emergency Management Civil Protection Act to;

- Meet annually as an Emergency Control Group
- Meet annually as an Emergency Management Program Committee and review plan.



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- Conduct Training and Testing of the Emergency Response Plan
 - Review and Update Emergency Response Plan as necessary

Internal Procedures

Each Perry Township service involved with this Emergency Plan is expected to prepare functional emergency procedures or guidelines outlining how it will fulfill its responsibilities during an emergency.

Each Perry Township service shall ensure that it designates a member of its staff to maintain and update its own emergency procedures or guidelines.

Distribution of Emergency Plan Programs

The CEMC shall be responsible for the distribution and tracking of the Emergency Plan Programs. The plan will normally be updated on an annual basis. If any section of the plan requires an amendment between the annual updates, it will be forwarded to the plan holder as soon as they are available.

SECTION 2 - HAZARDS, AIM, AUTHORITY, PRECEDENCE, COMMAND STRUCTURE, AND UPDATES

Introduction

Perry Township maintains an active Emergency Management Program. The purpose of this program is to protect and preserve life and property during times of crisis, by providing efficient, coordinated emergency services and responsible decision-making. The program will also provide for training of Township staff as required, and for external agencies to the extent practicable. The program will permit coordination of community-based exercises and outreach at the township level. The Emergency Management Program is further designed to ensure that all agencies that may become involved in an Emergency are fully aware of their respective roles and responsibilities and are capable of fulfilling their assigned tasks.

The program also provides for the creation of subordinate plans that are deemed to be part of the Perry Emergency Program, and a mechanism to ensure the updating and testing of all Township plans. The Perry Emergency Plan is an important element of this program as it provides a framework of activity to ensure that the objectives of the program are met.

Hazards

The *Emergency Management & Civil Protection Act R.S.O. 1990 c.E.9, as amended* defines an emergency as “a situation caused by the forces of nature, an accident, an intentional act or otherwise that constitutes a danger of major proportions to life or property”.



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While most emergencies could occur within the Perry township, those most likely to occur were identified in the All Hazards Identification and Risk Assessment analysis undertaken by the Perry Emergency Control Group. They are as follows;

1. Road and Highway Incidents
2. Tornado
3. Wildland Fire
4. Fire Explosion
5. Winter Weather

Aim

The aim of the Township of Perry Strategic Emergency Response Plan is an All Hazards Approach Plan of action for the efficient deployment and coordination of the Township of Perry services, agencies and personnel to provide the earliest possible response in order to:

1. Protect and preserve life and property;
2. Assist other Area Municipalities as requested;
3. Minimize the effect of the emergency on the Township of Perry;
4. Restore essential services; and,
5. Maintain services in the unaffected areas of the Township of Perry.

Authority

The *Emergency Management & Civil Protection Act R.S.O. 1990 c.E.9, as amended*, outline the requirements for the Emergency Planning in Ontario.

The Act states:

“The Head of Council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area.”

As enabled by the *Emergency Management & Civil Protection Act R.S.O. 1990 c.E.9, as amended*, this Emergency Plan and its' elements have been:

1. Issued under the authority of The Corporation of the Township of Perry By-Law 2026-67

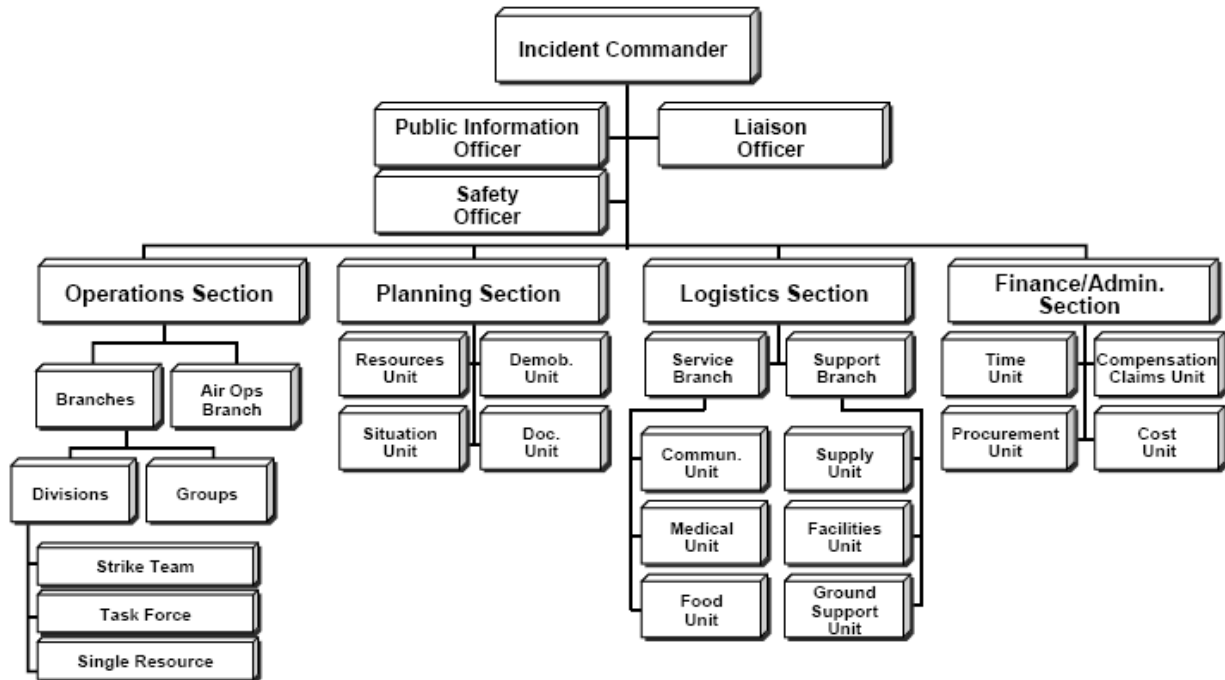


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2. Filed with Emergency Management Ontario, Ministry of Community Safety and Correction Services.

Command Structure

See Appendix 7 for Job Descriptions



SECTION 3 – DECLARATION AND TERMINATION OF AN EMERGENCY

See Appendix 5 for Activation Criteria Check List

Action Prior to Declaration

When an emergency exists, but has not yet been declared to exist, Township Municipal employees may take such action(s) under this Emergency Management Plan and Program as may be necessary to protect the lives and property of the inhabitants of Perry Township.



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Scales of Emergency

SCALE OF EMERGENCY

PLAN IMPLEMENTED

WHO RESPONDS

An incident, or threat of an incident that:

- can be controlled by the first response agencies
- does not require evacuation, other than any involved structures or the immediate outdoor area
- is confined to a small area and poses a limited threat to life or property



No Plan implemented; first responders can control situation



Local response agencies



An incident, or threat of an incident that:

- involves a greater hazard or larger area that poses a potential threat to life, limb, property or the environment
- that may require a limited evacuation of the surrounding area
- that warrants the gathering of the PECG to make key decisions
- that may require Mutual Aid and/or help from some other agencies



Local Municipal Plan implemented



- Local response agencies
- External agencies,



A large-scale emergency (or threat of) that:

- is beyond the response capability of the local municipality, and/or;
- is beyond the scope or capabilities of the Mutual Aid.



Provincial Plan Implemented



- First response agencies
- Affected Area Municipal Control Groups
- PECG
- External agencies as required

Declaring an Emergency

The Head of Council has the authority to declare that a municipal emergency exists within the boundaries of Perry Township. This decision is made in consultation with other members of the PECG. Prior to the declaration of an emergency



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If declaration is declared, the Head of Council will notify;

1. The Office of the Fire Marshal and Emergency Management through the Provincial Emergency Operations Centre (duty officer);
2. Township Council
3. Public through various means of media; and
4. Neighboring municipal officials, as required.

Termination of an Emergency

A Municipal Emergency may be terminated at any time by;

1. The Head of Council; or
2. Perry Township Council; or
3. The Premier of Ontario

Upon Termination of a Municipal Emergency the Head of Council will notify:

1. The Office of the Fire Marshal and Emergency Management through the Provincial Emergency Operations Centre (duty officer);
2. Perry Township Council;
3. Public through various means of media; and
4. Neighboring municipal officials, as required.

SECTION 4 - REQUEST FOR ASSISTANCE

Mutual Assistance Agreements

The *Emergency Management & Civil Protection Act R.S.O. 1990 c.E 9, as amended*, authorizes municipalities to enter into agreements wherein each party may provide assistance, in the form of personnel, services, equipment and material, if called upon to do so by a requesting Municipality in times of emergency.

Mutual Assistance Agreements enable Municipalities, in advance of an Emergency, to set the terms and conditions of the assistance which may be requested or provided. Municipalities requesting and providing assistance are therefore not required to negotiate the basic terms and conditions under stressful conditions and may request, offer and receive assistance according to predetermined and mutually agreeable relationships.

Current Agreements

It is intended that Mutual Assistance Agreements will be established with all Area Municipalities, First Nations Communities, and neighboring communities including but not limited to;



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- Township of Ryerson,
- Village of Burk's Falls
- Town of Kearney
- Township of McMurrich/Monteith
- Municipality of Magnetawan
- Township of Armour

Execution of Mutual Assistance Agreements

The EOC Commander, on advice from the PECO, makes the final determination to ask for assistance from a neighboring Municipality. The EOC Commander also makes the decision to provide assistance to a neighboring Municipality under a Mutual Assistance Agreement.

Assistance from the Province of Ontario

Request for Provincial Assistance

See Appendix 18 for Contact Information

Assistance may be requested from Emergency Management Ontario at any time through the Provincial Emergency Operations Centre (PEOC). Emergency Management Ontario maintains a 24-hour duty roster and can co-ordinate assistance from a number of Provincial agencies and the Federal Government, including Military Aid to the Civil Authority.

Emergency Management Ontario

Upon the declaration of an Emergency by the Head of Council, Emergency Management Ontario will deploy a liaison team to the PECO. This team will provide advice and assistance to the PECO.

Assistance from the Federal Government

Requests for personnel or resources from the Federal Government must be submitted through the Province of Ontario. Federal assistance will only be provided once the resources of the Province have been exhausted.

Financial assistance for natural disasters is available through the Federal Government's Disaster Financial Assistance Fund. This assistance is initiated by the Province.